

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

April 19, 2023

Kirkwood Public Library Meeting Room, 140 E Jefferson Ave

Board Attendance: Harms, McLaughlin, McKee, Pitt Kaplan, Price, Reyes-Jones, Smith, Wolshock

Board Absent: Clark

Staff Attendance: Christa Van Herreweghe, Lisa Henry, Lynne Haynes

Guests: City Council Liaison Liz Gibbons

Call to Order

The meeting was called to order by McLaughlin at 5:00 p.m.

Business from the audience –

Public Comments: Gibbons reported Kirkwood Road continues to have a demonstration of the possible lane changes through the end of May and then there will be a public hearing.

Tomorrow night there will be a public hearing on the potential dispensary on Manchester.

Minutes: Smith made a motion to approve the minutes of March 15th, Price seconded and the vote to approve was passed by the trustees in attendance.

Staff Presentation: Staff Endowment Grant Request for Increasing Dementia Resources – Haynes requested \$2,510 to go towards expanding resources for caregivers of those affected by dementia and Alzheimer's. This includes additional Reading2Connect titles and Reminisce Kits, which will have theme-based items to spark memories, along with books for caregivers. The money would also go towards ads and support from Lori Condict.

Librarian's Report – Van Herreweghe reported:

- **State:** The MO House has zeroed out State Aid to Libraries because the MO library association signed on to the lawsuit brought by the ACLU to challenge last year's law about school libraries that put librarians at risk of being arrested and fined. Van Herreweghe has been in touch with legislators and has asked staff who live outside of Kirkwood to be in touch with THEIR legislators. TODAY the Senate restored \$4.5 mil in State Aid for libraries. This still has to go through a conference committee and Governor signing.
- **MLC:** Maplewood successfully received 87% yes votes for a general obligation bond issues for three million in building repairs. The MLC is working on their budget.
- **KPL:** Grant news – Trustees were shown the Charlie Cart and Nick O'Neal has the new large format printer up and functional.
- **Exterior Project** –The project is out to bid, with bids due back June 21st. It is posted on the website and Van Herreweghe sent notices directly to 15 contractors.

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- Photo shoot was successful and the Library now has a collection of stock photos to use.
- Van Herreweghe and Henry met with bankers from Enterprise Bank, who had some proposals for using sweep accounts to garner more interest and had updated CD rates.
- Van Herreweghe served on the scholarship committee for high school seniors for Rotary, attended the MOREnet council's meeting which included a presentation on Chat GPT and met with Lisa Wade from the Kirkwood School District.
- There was a small fire in the outside trash can's ashtray and staff member Nic Champion quickly put it out, with no damage.
- A patron reported he fell on library property and staff are in contact with the Library attorney and insurance company.
- Post offices throughout the area are sending people to the Library (including people from as far away as Wildwood and Affton) for passport services and they are showing up without appointments. While the demand usually begins to slow down this time of year February and March had record- breaking numbers, putting a strain on staff. Options to alleviate the numbers are being discussed.
- Strategic Plan: One goal of the plan is to "actively seek out ways to use and integrate technology in all levels of library operations to enhance patron engagement." Nick O'Neal and Bill O'Bright head this up by doing so much more than just focusing on "operational" tech...they also provide a ton TO patrons, such as VHS to DVD conversion and the grant for the Large Format Printer. Bill is working on a grant right now to add more early literacy ipads for checkout. We have a robust collection of tech items for checkout. Bill took the lead on the RFID project and grant for the whole consortium. They are looking at ways to simplify the staff tech right now...perhaps moving away from an onsite server architecture to a cloud based solution using the google suite.

Trustees' Reports – None.

President's Report – None.

Committee Reports –

Finance: Reyes-Jones reviewed the finance committee meeting that had just occurred and discussed the changes to the 2024 budget that will be lodged tonight. Henry reviewed the current financials – the Library has received 100% of expected revenue already, with appeal money still coming in, over \$10,000 in passports in March, \$4,801 in grants and the shop made \$2,845. Seventy percent of the expense budget has been spent, and March's only unusual cost was for the annual touch up painting around the building.

Building and Grounds: Reyes-Jones reported the storms last week caused the power to go out briefly but no damage and the exterior project has gone out to bid.

Personnel: Price reported they will be presenting Van Herreweghe's evaluation next month, as Clark is not present.

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Development: Smith reported the endowment fund is currently at \$1,595,914 and the appeal has raised \$33,331 for the exterior project (social media posts ran this month promoting it).

Board Operations: McLaughlin reported there will be a need for a new treasurer this year, and potentially Vice-President. Interested trustees should contact her. The slate of officers will need to be presented at the May meeting, to begin in June.

Unfinished Business –

Approve Food for Fines Policy- Reyes-Jones made a motion to approve the changes which allow for food donations to go towards more than just fines, Price seconded and the vote to approve was unanimous by the trustees in attendance.

New Business –

Lodge VHS Conversion Policy Update – Van Herreweghe reviewed the change, which would remove the conversion protocol from the policies so the trustees would not have to vote every time a change needed to be made.

Approve Endowment Fund Grant Request – Pitt Kaplan made a motion to approve the grant request of \$2510, McLaughlin seconded and the vote to approve was unanimous by the trustees in attendance.

Lodge FY 2024 Budget – Reyes-Jones discussed the changes to the budget from the current budget, including a slight decrease in expected property taxes, higher interest rates and post-Covid sales leading to higher shop revenue. The personnel expenses will go up as salaries go up. The budget plan shows a deficit of \$59,000 but staff will be adding state aid, athlete and entertainer tax and appeal money back in to the revenue to balance the proposed budget.

A motion was made by Pitt Kaplan and seconded by Reyes-Jones to adjourn the regular board meeting at 5:55 pm, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, May 17th at **5:00** pm.

Respectfully submitted by Lisa Henry, Director of Operations