

# KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

February 21, 2024

**Kirkwood Public Library Meeting Room, 140 E. Jefferson Ave.**

Board Attendance: Clark, Harms, McLaughlin, McKee, Pitt Kaplan, Price, Smith, Wolshock  
Board Absent: Reyes-Jones  
Staff Attendance: Christa Van Herreweghe, Lisa Henry, Courtney Flesch, Jamie Potter  
Guests: City Council Liaison Liz Gibbons

## **Call to Order**

The meeting was called to order by Clark at 5:09 p.m.

## **Business from the audience –**

Public Comments: Gibbons reported the St. Peters street proposal was denied by council. Work is starting next month on the train station, with a temporary location set up at the end of Farmer's Market, expected to take a year. Amtrak is adding cars to their trains for bikes; application is in the works for the next half of Grant's Trail.

**Minutes:** Smith made a motion to approve the minutes of February 21, Price seconded, and the vote to approve was passed by the trustees in attendance.

**Staff Presentations:** Customer Service Manager Courtney Flesch requested \$19,028 for three summer customer service and youth services employees and one Reading Buddies Coordinator. The need for help with the salaries arises from the discontinuation of the state library grant covering them. This provides an opportunity for first-time job seekers (and possibly returning staff from previous summers) and aids in prevention of the summer slide in students.

## **Librarian's Report – Van Herreweghe reported:**

- **State:** The Governor and SOS have recommended the same level of funding for libraries next year. So far this year we have received over \$10,000 in State Aid and almost \$12,000 in Athletes and Entertainers Tax. Library legislative day was successful – met face to face with state rep and senator, and talked to staff of two SOS declared candidates.
- **MLC:** Work continues on preparing for the transition to MO Evergreen, and a committee will be looking at Aspen, an overlay possibility that will show all versions of an item available in the catalog in one place.
- **KPL:** One Author One Kirkwood is tonight at KPAC, featuring Brendan Slocumb. YS programs this summer will be at KPAC.
- **Grants:** The Library received the \$2,000 check from Ameren.

- **Meetings:** Van Herreweghe spoke at Rotary last week about the library and the audience was most receptive.

**Trustees' Reports – None.**

**President's Report – None.**

**Committee Reports –**

**Finance:** Wolshock made a motion to approve the finance committee minutes of January 17<sup>th</sup>, McKee seconded and the motion passed. McKee reported staff are working on the budget and will bring it to the finance committee to approve in March. It will then be lodged with the full board in April and approved in May. The Library has received 99 percent of the revenue budget already and has spent 60 percent of the expense budget. The Library has spent 33 percent of the reserves budget, mainly on the HVAC project. The endowment grant for this fiscal year is \$49,010 and so far \$1,631 has been spent.

**Building and Grounds:** Henry reported the HVAC project is going well. The second unit has been lifted onto the roof and the first unit is up and running. The third floor should be back open to patrons by the end of the week. The final plans for the exterior project are with the city. Staff is looking at upgrades for the restrooms, the computer lab and the carpet as we hit the 15 year mark on everything.

**Personnel:** Price reported the committee met and discussed the personnel budget for next year, and approved the budget as is.

**Development:** Smith reported the endowment fund is currently at 1,635,863 and appeal donations continue to come in, currently \$44,895 has been raised, with 121 pavers sold.

**Board Operations:** McLaughlin reported three trustees will have the option to stay on for second terms.

**Unfinished Business –**

**Approve Updated Fines Policy:** Price made a motion to approve the changes, which simplify the policy, remove fines for Hot Reads and ILL's and increases the amount sent to collections to \$100, McKee seconded and the vote to approve was unanimous by the trustees in attendance.

**New Business –**

**June Meeting –** Smith made a motion to cancel the March meeting, Price seconded and the vote to cancel was approved by the trustees in attendance.

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**Approve Staff Endowment Request** – McLaughlin made a motion to approve the grant request of \$19,028 for summer staff, Smith seconded and the vote to approve the grant was unanimous by the trustees in attendance.

A motion was made by Smith and seconded by McKee to adjourn the regular board meeting at 5:50 pm, which passed by unanimous vote of the Trustees in attendance.

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

Respectfully submitted by Lisa Henry, Director of Operations