

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

November 20, 2024

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

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

Board Absent: McKee

Staff Attendance: Christa Van Herreweghe, Lisa Henry

Guests: City Council Liaison Paul Schaefer

Call to Order

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

Business from the audience –

Public Comments: None.

Schaefer discussed the Public Works and dispatchers upcoming move and multiuse conceptual plans for the space Public Works currently occupies. There was a good turnout for the party for boards and commissions, there will be more signs for the middle of streets and new mid-block crosswalks by Christopher's and the firehouse.

Minutes: Harms made a motion to approve the minutes of October 16, Price seconded, and the vote to approve was passed by the trustees in attendance, with Reyes-Jones abstaining.

Librarian's Report – Van Herreweghe reported:

MLC/MEC - The migration had some rough patches but has been successful overall. One new feature will be a built-in module for purchase requests from patrons that will automate much of the process.

Grants – There is still money left from the grant covering the migration, which might be used for new carts and other incidentals.

Incidents - No new incidents this month.

Meetings - Van Herreweghe attended a webinar about Sunshine Law and has sent information about it, and met with the Historical Society about the digitization project.

Trustees' Reports – Trustees discussed Libby, the high costs of electronic books and the ability of patrons with multiple cards from different libraries to have better access.

President's Report – Smith suggested the trustees purchase another paver and suggested \$15 donations.

Committee Reports –

Finance: Henry reported the Library has received 5% of expected revenue and spent 32% of the operations budget through October. The Library has spent 69% of the reserves budget and 49% of the gifts budget, which includes the endowment grant. The committee will be meeting early in the new year to discuss five year plans and the upcoming budget. Wolshock made a motion to approve the committee minutes from October, Smith seconded and the vote to approve was unanimous by the committee members who attended the meeting.

Building and Grounds: Reyes-Jones reported the meeting room flooded in all the rain when the sump pump burnt up and there were leaks on the main floor. ServPro dried everything out and repairs are underway. The Library will move forward faster now on the new meeting room carpet.

Personnel: None.

Development: Price reported the committee just met to review the annual appeal letter and will be highlighting the ability of patrons to make monthly donations, which typically would lead to a larger annual donation.

Board Operations: McLaughlin reported everyone should be on the lookout for potential board candidates.

Unfinished Business

Approve FY 24 Audit – Wolshock made a motion to approve the audit, McLaughlin seconded and the vote to approve was unanimous by the trustees in attendance.

Approve Policy Updates – Reyes-Jones made a motion to approve the changes, which include the removal of references to the technology lab and redundancies in the internet safety and terms of use as well as updates the 3D Printing Policy to resemble the Large Format Printer policy, Pitt Kaplan seconded and the vote to approve was unanimous by the trustees in attendance.

New Business –

December Meeting– The trustees agreed to cancel the December meeting.

A motion was made by Wolshock and seconded by Price to adjourn the regular board meeting at 5:40, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, January 15 at **5:00** pm.

Respectfully submitted by Lisa Henry, Director of Operations