

# **KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES**

**January 15, 2025**

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

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

Board Absent: Pitt Kaplan

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 5:10 p.m.

## **Business from the audience –**

Public Comments: None.

Schaefer discussed the new mid-block crosswalks by Christopher's and the firehouse, storm water inlets and the city budget.

**Minutes:** Reyes-Jones made a motion to approve the minutes of November 20, Price seconded, and the vote to approve was passed by the trustees in attendance, with McKee abstaining.

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

**State:** The new SOS is in office now.

**MEC/MLC:** MLC – Talks are underway with Steve Campbell the director of Scenic Regional about doing a reciprocal agreement with Overdrive collections. The MEC migration was a lot harder than expected and there are still issues to be resolved, mostly involving reports, etc. not the public facing functions. Last year Kirkwood's share was \$21,965 for Polaris and the bill for Evergreen is a little over \$8,000, so cutting our costs by more than 50% and having 4 million more items to borrow makes the irritants seem a little more bearable.

**City of Kirkwood –** The city department head meeting contained lots of talk about the recent storms and roads that got cleared or DIDN'T and who is responsible for which streets. Updated costs for insurance are ready (5% increase on most plans), open enrollment will happen in February.

**KPL -** As reported each January, a total amount of grants awarded since our meeting last January is \$228,560. Grant monies get paid out at different times but these are the awards for the previous year.

**Grant news** - MLC didn't need "exit services" from Polaris so our 1st year of membership to MEC is paid with grant funds. We were awarded the full \$8,000 for summer reading (our max eligibility) thanks to the efforts of Jamie and Rachel in YS.

**Incidents:** No new incidents to report.

**Meetings:** Library Legislative Day in Jefferson City will be February 4<sup>th</sup>. Smith will be attending with Van Herreweghe, any other trustees are welcome as well.

**Trustees' Reports – None**

**President's Report –** Smith thanked trustees for their contributions towards another paver and encouraged everyone to attend Ben Clark's program.

**Committee Reports –**

Finance: McKee reported the committee had just met to discuss the upcoming revenue budget, the current capital plan and the staff endowment grant, which they set at 3% of the current endowment fund (\$37,885). In November and December together the Library received over 1.5 million in property taxes, over \$12,000 in appeal money, over \$9,000 in the shop and over \$4,000 in grant money. Under Expenses November was a three pay period month so personnel costs were a little higher, there were some higher maintenance costs due to the flooding and Professional service line item 530 included money to the accountant for pre-audit work. Under the reserves budget we paid for the shelving in the New Books Room and some of the flooding costs.

Building and Grounds: Reyes-Jones reported the meeting room carpet was replaced and there is a plan for finishing up the New Books Room (endowment grant request tonight). The restrooms have had their grout deep cleaned and they are going to be wallpapered tomorrow. Constant Gardener did a great job keeping our walkways cleared during this snow and ice. The new HVAC has worked well so far this winter.

Personnel: None.

Development: Price reported another 54 pavers have been sold since the garden opened, so they will be installed in the spring. Our appeal has brought in \$23,731 so far this fiscal year, with another \$25,600 in unrestricted donations also coming in. The endowment fund is currently at \$1,894,260. McLaughlin made a motion to approve the committee minutes of November 20<sup>th</sup>, Price seconded and the vote to approve was unanimous by the committee members.

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

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## **Unfinished Business**

**None**

## **New Business –**

**Staff Endowment Grant Request**– Henry reviewed a request for \$23,724 to finish updates in the New Books Room with furniture and display items, along with some shelving for the Reference collection and some additional funds for Hot Reads and Hot DVDs. Reyes-Jones made a motion to approve the request, McKee seconded and the vote to approve was unanimous by the trustees in attendance.

A motion was made by Price and seconded by Wolshock to adjourn the regular board meeting at 5:43, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, February 19 at **5:00** pm.

Respectfully submitted by Lisa Henry, Director of Operations