

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

June 18, 2025

Meeting Room, Kirkwood Public Library, 140 E Jefferson

Board Attendance: Eads, McKee, Pitt Kaplan, Smith, Taylor, Ward, Wolshock

Board Absent: Harms, Missey

Staff Attendance: Christa Van Herreweghe, Lisa Henry

Guests: None

Call to Order

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

Business from the audience –

Public Comments: None.

Minutes: McKee made a motion to approve the minutes of May 21, Wolshock seconded, and the vote to approve was passed by the trustees in attendance.

Staff Presentation – Endowment Grant Application – Third Floor Laptop Bar and New Books Room Enhancements – Van Herreweghe and Henry presented on options for library upgrades, including a second laptop bar on the third floor that would be desk height and ADA accessible, as well as a magnetized board that would showcase new arrivals in the New Books Room and cake pans for the Library of Things collection.

Librarian's Report – Van Herreweghe reported:

Feds - IMLS update: The MO allocation for next fiscal year is official, there will be another year of grant money available. All of that has to be spent by Sept 2026. The state library is going through their process getting funds allocated to different projects but applications will be open soon.

State: The SOS responded to his fellow Republicans cutting the funding for open positions by laying off at least 19 people from the state libraries and archives. Two people were cut from library development (grants), one from the state library, two from Wolfner - the library for vision impaired Missourians and 14 from the state archives.

MEC/MLC: Van Herreweghe attended the MEC meeting in Branson which tags along with the MO Public Library Directors meeting. In general those meetings were very somber because of the lay-offs, the State Librarian was there in person and cried.

City of Kirkwood – Paul mentioned last month that the city will be repaving Jefferson, we found out this morning that work is scheduled for the middle of July.

KPL - One Author was a success, with over 300 people attending despite the storms that had just happened. Summer reading is going along quite well.

Grant news - We are going to continue to put in for LSTA grants now that the next year's funding is solid. Staff is looking at other options for funds and partners that we can team up with to do new projects.

Incidents: No new incidents this month.

Meetings – Van Herreweghe attended the MOREnet Council meeting where they presented their budget for the year. They are the Library's ISP and provide technical support. A reminder, they replaced all of the Library's networking equipment - firewall, Wireless access points, etc. with a grant THEY got. We also get five years of support for free. Van Herreweghe met with Andrew Kuhlman, executive director of STAGES, to discuss a partnership for their upcoming show "Austen's Pride", a musical of Pride and Prejudice. Staff have events planned in coordination with the show, and hope to make this a regular partnership.

Favorite program/Special events – Baby Yoga is adorable.

Trustees' Reports – None

President's Report – Smith welcomed the new trustees and discussed canceling one of the upcoming summer meetings, the trustees agreed to cancel the August meeting.

Committee Reports –

Finance: McKee reported the Library has received 104% of the expected operations revenue budget and has spent 96% of the operations expense budget. The budget amendments have been updated to reflect what has happened in the past week, including more grant money coming in and the final insurance bill being paid. The Library will end in the year bringing in about 2.72 million dollars for operations and spending about 2.7 million in operation expenses. About \$292,000 has been spent from reserves and \$124,000 from grants. The reserve fund continues to be healthy, we currently have 4.3 million in our accounts, with the majority of this year's bills being paid, giving us exactly the amount we planned for next year, enough to cover the first half of the year's operations, the assigned funds and potential capital purchases, plus an emergency fund and \$50,000 to cover for possible issues with grants.

Henry reported in May the Library received over \$184,498 in property taxes, almost \$3,000 in the shop, and over \$4,000 in interest. This month we have received over \$40,000 in grants as well. Under expenses the Library has spent 94% of personnel costs, with one more pay period to add. May was a three pay period month so it looks higher than usual. We dipped into the furniture and equipment reserve in June for new chairs for the public computers, after a patron suggested the chairs were getting uncomfortable.

Building and Grounds: Henry reported that in May the Library had all of the building alarm inspections and passed everything. There were some rusted pipes in our sprinkler room that needed to be updated, but that has been taken care of. Our landscaper has made identifying plaques for the different plants outside, as we had lots of questions from patrons about what everything was. We continue to struggle with front door issues and are talking to the door company about some different alternatives.

Personnel: McKee reported there will be a meeting soon to make a plan for the year.

Development: Henry reported as of the end of May the fund is at \$1,976,621 - the highest it has ever been, with an increase of over \$55,000 from April.

The appeal is at \$32,434 and all of the 57 new pavers have been installed.

Board Operations: No report.

Unfinished Business

Approve FY 25 Budget Amendments – McKee made a motion to approve the budget amendments, Wolshock seconded and the vote to approve was unanimous by the trustees in attendance.

New Business –

Approve Staff Endowment Request – Ward made a motion to approve the staff endowment grant request, Eads seconded and the vote was as follows: Yay – Eads, Ward, Pitt Kaplan, Wolshock, McKee, Taylor; Nay – Smith. The grant was awarded as written.

Lodge Policy Update – Van Herreweghe reviewed the policy change, which cleans up the administration policies and gets rid of the books depreciation.

A motion was made by Ward and seconded by Eads to adjourn the regular board meeting at 6 pm, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, July 16th at **5:00** pm.

Respectfully submitted by Lisa Henry, Director of Operations