

**KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES  
March 25, 2026  
Meeting Room, Kirkwood Public Library, 140 E Jefferson**

Board Attendance: Eads, McKee, Pitt Kaplan, Smith, Taylor, Ward, Wolshock  
Board Absent: Missey  
Staff Attendance: Christa Van Herreweghe, Lisa Henry  
Guests: None

**Call to Order:**

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

**Business from the audience:** None

**Minutes:** Eads made a motion to approve the minutes of February 18, McKee seconded and the vote to approve was passed by the trustees in attendance.

**Staff Endowment Grant Request:** Henry and Van Herreweghe requested a total of \$11,130 to cover the costs of new end panels in the children's room, a new worktable in the main floor workroom and two benches for the garden that have solar powered charging stations. A portion of the benches' cost will be covered by a \$5,000 grant.

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

**State:** The state is trying to cut state aid to libraries in half in the budget but there is also a bill moving through that would protect Athletes and Entertainers tax for libraries and cultural partners. There are many property tax bills in the works.

**MLC/MEC:** There are lots of continuing projects going on at the consortium level including a catalog clean up project that will consolidate records.

**KPL:** Michael Donovan from the MO Arts Council was excited about Lynne Haynes' Memory Café programs and asked to come observe one, was impressed. The spelling bee for adults had twelve participants and a crowd to watch.

**City of Kirkwood:** Van Herreweghe attended the department head meeting at the city today and there is a lot going on there.

**Meetings** – Van Herreweghe and members of youth services met with the Kirkwood High School librarians to talk about SORA at the schools and collaborating in the future. Van Herreweghe also met with new trustee Missy Sandbothe Sylvia.

**Incidents:** None

**Trustees' Reports** – Wolshock requested the finance committee consider lowering the amount that would generate a bid process.

**President's Report** – Taylor and Eads will serve as the nominating committee for the officers for next fiscal year. Let them know of any interest by April 9<sup>th</sup>.

**Committee Reports –**

**Finance:** Eads reported the Library has received 89% of the revenue budget. There is typically a large tax payment in May, so the full budget should be received by the end of May, if all goes well. The Library has spent 63% of the operations expense budget, with four months left, so in good shape. Tonight Van Herreweghe will be talking about opening new credit cards with Enterprise, where we do most of our banking, so we can get rid of the FNBO credit cards. We are also finalizing a request for proposals for audit firms to investigate possible new auditors, since it has been ten years since we have done a search.

**Building and Grounds:** Taylor reported the carpet project is finished and was completed a week ahead of schedule. There is now brand new carpet on the main floor fiction area and on the third floor, nonfiction section, and everything has been moved back. There have been minor issues with the elevator leaking oil, the elevator company is waiting for a repair piece to come in and then they will get it fixed. The landscaper will be updating the garden over the next couple of weeks. The exterminator will be here Thursday morning to do the spring spray for critters. Bill Riggs is working on getting the permits for the flagpole still and we are looking at a fall installation now. Annual building inspections have been scheduled for April 23<sup>rd</sup>.

**Personnel:** McKee reported the personnel committee had just met and will lead the board in discussions in closed session tonight regarding Van Herreweghe's evaluation. They also approved the personnel budget for 2027.

**Development:** Henry reported the Library has received \$32,160 towards the annual appeal so far this fiscal year as well as over \$38,000 in unrestricted donations. The endowment fund is at another all-time high of \$2,335,050 and has increased by \$299,021 this fiscal year.

**Board Operations:** Discussion followed about nominating committee.

**Unfinished Business:** None

**New Business –**

**Approve Grant Request** – Smith made a motion to approve the staff endowment grant request of \$11,130 for the building updates, McKee seconded and the vote to approve was unanimous by the trustees in attendance.

**Approve New Enterprise Purchasing Card Program:** Ward made a motion to allow Van Herreweghe to open an Enterprise Bank and Trust Visa Purchasing Card Program, in place of the current FNBO credit cards, Taylor seconded and the vote to approve was unanimous by the trustees in attendance.

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McKee made a motion to go into closed session pursuant to Section 610.021(1) and (3) of the Missouri Revised Statutes, which was seconded by Eads. A roll call vote was taken with the following trustees voting in favor of going into closed session: Eads, McKee, Kaplan, Smith, Taylor, Ward and Wolshock. The following trustees voted against going into closed session: None. The Board then went into closed session pursuant to Section 610.021(1) and (3) of the Missouri Revised Statutes.

The Board emerged from closed session and a motion was made by McKee and seconded by Wolshock to adjourn the regular board meeting at 6:07 pm, which passed by unanimous vote of the Trustees in attendance.

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

Respectfully submitted by Lisa Henry, Director of Operations.