

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES
October 15, 2025
Meeting Room, Kirkwood Public Library, 140 E Jefferson

Board Attendance: Eads, McKee, Missey, Pitt Kaplan, Smith, Ward, Wolshock
Board Absent: Harms, Taylor
Staff Attendance: Christa Van Herreweghe, Lisa Henry
Guests: City Council Liaison Paul Schaefer, Keith Slusser, *FEW*

Call to Order:

The meeting was called to order by Smith at 5:10 pm.

Business from the audience –

Public Comments: Schaefer reported electrical director retired this past week, looking for replacement, water retainment being discussed, new electronic speed signs up around town, which record speeds. Speeding has slowed down. More raised crosswalks coming next year.

Minutes: Eads made a motion to approve the minutes of September 17, Ward seconded, Smith abstained and the vote to approve was passed by the trustees in attendance.

Librarian's Report – Van Herreweghe reported:

Government closure means no grant payments

State: Just monitoring new bills and activities at the state.

MEC/MLC: MLC meeting - the new president of MEC is coming to the next MLC meeting.

City of Kirkwood – Final approval of the tax rates for this year was done at the city council meeting. Next week is the boards and commission reception.

KPL - The Library will begin providing cataloging services for UC on Nov 1. Staff in-service day will be on Nov 11, the library will be closed. Planning is underway for our centennial celebration and the kickoff event will be on December 12 - a local author festival here at the library from 6-8.

Grant news - The latest Spotlight on Literacy grant is focused on welcoming diverse minds at the library. Kim and Jamie have put together sensory kits for checkout that were featured on social media and the grant is providing the cost of some training at the staff day next month.

Meetings – There is a group of Kirkwood organizations working to collaborate on Black History month events, including the Historical society, YMCA, KPAC, and KPL. Staff attended the LJ Design Institute where we heard from several panels of architects and designers and got to play around with models of KI and ideas for additions to the building. We also got a tour of the new SLCL facility - Clark family branch. Wolshock reported the architect complimented the library's staff. Staff attended the MO Lib Association conference., with Van Herreweghe

attending a few interesting sessions, one about a successful tax levy and one about a new resource to learn more about AI and how libraries are using it or avoiding it.

Trustees' Reports – Eads reported she renewed passports here and had good experience, and loves the library of things.

President's Report – Smith encouraged trustees to attend the annual Board and Commission Reception next week.

Committee Reports –

Finance: Wolshock reported the Library has currently received 3% of the revenue budget, with the bulk of the property taxes due to start coming in January. Three months into the fiscal year we have spent 25% of the operations budget, so in good shape. We have \$15,196 left in the endowment fund and have not yet touched any reserve funds this fiscal year.

Henry reported that so far this fiscal year we have received \$6,700 in interest, \$14,280 in passport processing fees, \$11,324 in grants and over \$1,000 in donations on top of the annual appeal. The shop has made \$8,862.

Building and Grounds: Henry reported the elevator will finally get the inspection it needs to pass all requirements finished next Monday. Our new library pet is a very hardy mouse who is dodging traps and hiding in desk drawers, including Christa's. We have received two quotes for the flagpole so far and will discuss with the committee when Ellen is back.

Personnel: Eads made a motion to approve the minutes and the committee approved. Between now and next meeting committee will meet again, asking for feedback on evaluation. Eads had suggested we give the forms ahead of time to trustees and Van Herreweghe address goals regularly.

Development: Missey reported the endowment fund is at a record high of \$2,153,549. The Library has received \$3,268 this fiscal year so far towards last year's appeal so we are up to \$35,827 since July 2024. We've also received \$253 in memory of Bonnie Hawk, a longtime volunteer in the shop. Fourteen new pavers were installed last week, and the next engraving will be in the spring.

Board Operations: No report.

Unfinished Business
None.

New Business –

Lodge FY 25 Audit – Slusser reviewed the audit findings, unmodified opinion, no departures, clean internal controls. Financials in good working order, no journal entries needed.

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Lodge FY 26 Budget Amendments - The budget amendments on page 14 and 15 add a new line of revenue called Reimbursement from Libraries, which will include the money from U City for half of personnel costs of our head cataloger. It will also include reimbursements from the MLC for the MLC system administrator and some of the donation money from last month to go towards Lynne Haynes' extra hours for the Memory Café. Under expenses the personnel costs have been upped to now include the system admin costs.

Lodge Holiday and Closing Schedule – Same holidays and closings, no changes.

A motion was made by Pitt Kaplan and seconded by Eads to adjourn the regular board meeting at 6:30 pm, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, November 19th at **5:00** pm.
Respectfully submitted by Lisa Henry, Director of Operations.