



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
September 18, 2012

The regular meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, September 18, 2012. President Tom Reedy presided, and Library Director Tom Cooper kept the minutes. Also present: Trustees Bill Kuc, Bob Herdler, Jackie Brenne, Nancy Marshall, Joan Esserman, Stacy Deleste and Bently Green, and City Council Liaison Debi Salberg.

Call to Order

The meeting was called to order at 7:02 p.m.

Public Agenda

There was no public agenda.

Minutes of the July 18, 2012 Meeting

Ms. Deleste moved to accept the minutes as presented, Mr. Kuc seconded, and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

Mr. Reedy introduced new trustee Joan Esserman.

Librarian's Report

Mr. Cooper said he had four bids for janitorial service in the new building; the best bid looks like it is from Coverall, which was the second lowest, but had presented very well in all other categories, such as employee training, experience, cleaning practices, etc. He is checking references for the company, and will make a decision by Monday, Sep. 24.

The annual audit is underway, and Mr. Cooper and business manager Elise Fortman have been asked to submit a number of documents.

We have received a written tribute to the library written by novelist (and former Webster Groves resident) Jonathan Franzen. It will be transformed into a nicely framed piece for the new building.

We have been offered the donation of a painting from the estate of Alvin J. Metelman. Mr. Cooper showed photographs of several of his works from which we may select.

Advanced Planning

The advanced planning committee reports that planning for opening events is suspended until we can get a more definite idea of dates.

Automation/Systems

The library has begun ordering new computers, printers, monitors and laptops for the new building.

Building and Grounds

Mr. Green passed out a report and a schedule for completion of the building. He reported that the schedule, prepared by Demien Construction, was not as well worked out as it should be; our Construction Management consultant, Marcus Moomey, is working to get them to tighten it up and give us a more reliable timeline.

Aside from the schedule issue, the work is proceeding well, and things are 'slowly but surely' coming together. A move in before November is very unlikely.

Finance

Mr. Herdler reviewed the financial report and disbursements for August, 2012. While it was an expensive month, that is largely due to the fact that there were 3 payrolls. We still have plenty of reserve funds to carry us through December, when new tax payments begin to come in again.

He would like to begin planning a strategy to pay off our building bonds early, if we end the project with a significant amount of money left.

Ms. Brenne moved to approve the financial report as presented, Mr. Kuc seconded, and the report was approved.

Human Resources

Mr. Cooper spoke about his plans to reorganize the library's administrative level. For a long time, there have been six 'department heads' who make up the administrative level of the library. He believes one or more of those positions may be obsolete, or at least of relative unimportance in the modern public library. He will prepare a plan and present it at the next board meeting.

Policy

There was no report from this committee.

Old Business

The budget for the opening events is hard to approve until we have a better idea of dates.

New Business

There was discussion of which names to add to a dedication plaque. It was agreed that the plaque would include these names:

Current Board Members:

Reedy, Kuc, Marshall, Green, Herdler, Deleste, Brenne, Ruger

Former Board Members:

Furst, Krueger, Walsh, Birke

City Council Liaisons:

Kirkton, Mueller, Salberg

Adjournment

The meeting was adjourned at 8 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, October 17 at 7 p.m.