



Minutes of the Regular Meeting of  
The Board of Trustees  
Webster Groves Public Library  
March 19, 2014

The regular meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, March 19, 2014. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Bill Kuc, Bob Herdler, Jackie Brenne, Peter Ruger, Bethany Curtis, Joan Esserman, and Tom Reedy, and City Council Liaison Debi Salberg. Absent: Trustee Nicole Chaput.

Call to Order

The meeting was called to order at 7:05 p.m.

Public Agenda

There was no public agenda.

Minutes of the February 19, 2014 Meeting

Ms. Curtis moved to accept the minutes as presented, Mr. Reedy seconded, and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

Ms. Marshall reported on a meeting with SWT Landscaping to go over the revised design for a Reading Garden, which will be discussed further under Building and Grounds Report.

Librarian's Report

Mr. Cooper offered trustees an explanation of the Municipal Library Consortium budget, and how the expenses for such things as the shared circulation system, the Systems Administrator, the Overdrive e-Book system and more are divided among the nine libraries. The libraries pay for most of these things according to percentages based on the size of their collections and how many volumes they circulate. The MLC is currently considering a plan to revise the percentages, and within the proposed plan, Webster Groves' percentage would decrease a little.

National Library week will run from April 13 to 19, and the Library will conduct a Food for Fines campaign that week. For every canned good a patron brings in, they will have \$1.00 of fines excused. This covers overdue fines, not lost items or any other charges. Canned goods will be donated to Webster-Rock Hill Ministries.

### Advanced Planning

There was no report from this committee.

### Automation/Systems

There was no report from this committee.

### Building and Grounds

SWT Landscaping met with library staff, mostly from the Children's Room to get their thoughts on what purposes a Reading Garden would serve. Based on this input they revised their plans for the area. While the plans are very nice, with many creative thoughts, they are also very expensive. This project kicked off with a patron donation, but that donation at this point is only covering the design. How much of the plan we choose to do, how quickly and when, and how it might be paid for are all questions that need to be answered. Most importantly, the library needs to address the foundation plantings around the building. Past that, we need to consult with Eric Bronner to see what his thoughts are on priorities within the plan. It was also discussed whether the library would be eligible for a Municipal Park Grant to cover some of the cost.

Mr. Cooper reported that the Meeting Room roof needs to be replaced. It was not specified for replacement in the overall renovation plans, but since opening we have noticed damage in some areas which is the result of moisture. KAI sent a roofing company to look at it, and their recommendation was for total replacement. We are still awaiting an official estimate for the work. There were questions about whether the funds remaining in the Construction Account can be used to pay for this work.

### Finance

Mr. Herdler reviewed the financial report and disbursements for February, 2014. He also offered a simplified spreadsheet for presenting monthly financial reports, showing beginning balance, disbursements, and end balance; tracking expenses which may need to be tracked because they are increasing rapidly; and enumerating the Construction Account balance. Mr. Reedy moved to approve the financial report as presented, Ms. Curtis seconded, and the report was approved.

The current balance in the construction balance is \$791,000. There was discussion of when the library's debt can be restructured, and how this remaining balance can be used.

### Human Resource

There was no report from this committee.

### Policy

Mr. Ruger said he had met with Ms. Brenne, Ms. Chaput and Ms. Curtis to discuss revisions of the library's By-laws. The Committee has referred the matter to students at Washington University's Non-profit Law Clinic, who should be producing a draft of the revisions soon. The Committee hopes to see those revisions

prior to the April Board meeting and be ready to make a recommendation to approve them at that time.

#### Old Business

Mr. Cooper presented his suggested revisions to the Fiscal Year 2013-2014 Operating Budget. He noted that even with the suggested revisions, the library will probably enter into deficit spending this year, perhaps as much as \$44,000. Mr. Herdler moved to approve the revisions, Ms. Marshall seconded, and the revisions were approved.

#### New Business

There was no new business.

#### Adjournment

The meeting was adjourned at 8:10 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, April 16 at 7 p.m.