



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
November 18, 2015

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, November 18, 2015. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Jackie Brenne, Andrew Rushing, Justin Hauke, Bethany Curtis, Joan Esserman, Bill Kuc, and City Council Liaison Greg Mueller. Absent: Trustees Peter Ruger and Nicole Chaput.

Call to Order

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

Public Agenda

There was no public agenda.

Minutes of the October 21, 2015 Meeting

Ms. Marshall noted that Ms. Chaput had not been listed as absent on the minutes. Mr. Cooper will correct that. Ms. Brenne moved to accept the minutes as presented, Mr. Kuc seconded, and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

There was no president's report.

Librarian's Report

Mr. Cooper spoke about progress in getting the MLC's new computer system up and running, a process that should be completed by December 10, though there are some disruptions anticipated in the lead-up to that date, from December 4-9. He also told trustees that the library had been experiencing a lot of disruption in newspaper deliveries, a problem we are working on resolving. Finally, he mentioned that the Director of Rock Hill Public Library has just resigned on somewhat short notice.

Advanced Planning

Ms. Esserman said that the final draft of the community survey has been approved and we are waiting to hear when our consultants at ETC Institute can distribute it to WG residents. The consultant we have been working with, Ron Vine, has just retired, and we hope that the new person coming on, Chris Tatham, will keep progress on track.

Automation/Systems

Ms. Esserman only noted that we are eagerly anticipating the new catalog.

Building and Grounds

Ms. Marshall said that all of the materials for building the seat wall for the new landscaping had been approved, the permits had been issued, and we are hoping the weather will hold long enough for Furfaro Landscaping to get the work done this year.

Finance

Mr. Rushing reviewed the financial report for October, 2015. Ms. Esserman moved to accept the report, Mr. Kuc seconded, and the report was approved.

Human Resource

There was no report from this committee.

Policy

There was no report from this committee.

Old Business

There was no old business.

New Business

There was little interest among the trustees for adding a Donate Now button to the Website.

In response to an offer from her family of a \$5,000 donation in her name, Ms. Marshall moved that we name the Reading Room of the library the Mary 'Sissy' Grashoff Reading Room. Mr. Rushing seconded, and the motion passed. Ms. Grashoff was a former director of the library who recently deceased.

Ms. Curtis moved that we use \$4,189 from reserves to pay for two new chairs and two new tables for the Reading Room. Mr. Hauke seconded, and the motion passed. This money comes from last year's donation of \$17,000 from the estate of long-time library patron Mary Peyton.

Ms. Esserman spoke about some recent board training she had attended which stressed the need for better emergency and crisis communication. In such situations it is important to let the public know that we are on our mission, we are in control, and we have a plan. She spoke of perhaps appointing designated board spokespersons, and even of having some prepared statements or press releases. This is all by way of making sure that only factual messages get out. Ms. Brenne did not think such steps were necessary; that the library has been and should be the point person for communicating with the press and within the community, and that trustees should be comfortable with referring questions to him. She did think there

might be value in preparing some press release templates to use in crisis situations, and even in working with the director on media training.

Adjournment

Mr. Rushing moved to adjourn, Ms. Curtis seconded, and the meeting was adjourned at 7:35 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, January 20 at 7 p.m.