



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
November 16, 2016

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, November 16, 2016. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Bill Kuc, Joan Esserman, Bethany Curtis, Elliot Graf, Justin Hauke, Andrew Rushing, and Bob Hart, and City Council Liaison Toni Hunt. Absent Trustee Nicole Chaput.

Call to Order

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

Public Agenda

There was no public agenda.

Minutes of the October 19, 2016 Meeting

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

Correspondence

There was no correspondence.

President's Report

Ms. Marshall said that she had worked it out with the woodshop at Laclede Groves to have little free libraries built for a fee much less expensive than those the library originally ordered. She will proceed to have them built, so they can be installed in local parks.

Librarian's Report

Mr. Cooper described his frustration with two recent programs that had little attendance, especially since both had been designed with new avenues of publicity in mind. There was some thought that maybe November-December is just not the time of year to expect good attendance at programs.

Advanced Planning

There was no report from this committee.

Automation/Systems

There was no report from this committee.

Building and Grounds

Mr. Cooper described progress on the completion of landscaping. In a meeting with Eric Bronner from Dr. Bronner's Family Foundation he agreed to contribute another \$5,000 next year to complete funding of the third phase of the project; this however still anticipates that the Friends will add another \$5,000. There is some hesitation from the Friends about this expense, which will likely not be resolved until their meeting on Friday. This puts the completion of the work this year in some jeopardy, as winter is coming.

The important thing for the Board to consider is whether they will fund \$5,000 upfront, which would be reimbursed once the next Bronner donation comes in. There was some discussion about whether this was a good way to fund the project, as well as whether the library's spending priorities were being unduly driven by donations. Ms. Curtis moved that the library pay the money upfront pending reimbursement by the Bronner donation; Mr. Kuc seconded. The motion passed, with two trustees, Mr. Rushing and Mr. Hauke, voting no.

Finance

Mr. Rushing gave a synopsis of the financial report for October, 2016, noting that we are still running a little over budget, but that is likely to even out, since most of the overage was due to a 3-payroll month. Ms. Esserman moved to accept the report as presented; Mr. Hauke seconded and the motion passed.

Mr. Rushing spoke about a meeting the Finance Committee had with Michelle Bock from Piper Jaffray. Ms. Bock detailed a plan that would allow the library to refinance its bonds ahead of the 2020 call date, thus saving money on the repayment. But the plan was only reasonable if the interest rates were low; in the few weeks since the meeting they have gone up considerably, making it a less attractive idea at this time. Mr. Cooper said he would ask Ms. Bock to keep us apprised of the rates, so we can consider if we want to do this at a future date.

Human Resource

There was no report from this committee.

Policy

Mr. Hart recapped the progress on the circulation policy changes to date, and noted that there were three still under consideration:

- Decrease the amount of time that patrons who have paid for lost items may receive a refund from 6 months to 2 months; and give library account credit rather than issuing a check for amounts under \$15. Patrons who really want a check could still receive one.
- Accept some forms of online address verification, such as utility bills and bank statements. Patrons would still have to verify their names using state issued photo ID.
- Turn accounts of people who have committed the crime of library theft to the Webster Groves Police Department. These would be based on the

items having been missing for more than 6 months and totaling losses of more than \$750.

The Policy Committee, having reviewed these changes, recommended passage. Mr. Hauke moved to accept the changes, Ms. Curtis seconded, and the motion passed.

Old Business

There was no old business.

New Business

Mr. Cooper presented a draft of the Fiscal Year 2015-2016 Annual Report to the trustees. He asked for them to review it and offer any suggestions prior to the January, 2017 meeting, at which time the Board can vote to accept the report.

He also showed them a draft of a condensed, brochure-style annual report, which was made to be more user-friendly as a public handout. He solicited suggestions on that as well.

Adjournment

Mr. Rushing moved to adjourn, Mr. Hart seconded, and the meeting was adjourned at 7:50 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, January 18 at 7 p.m.