



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
February 15, 2017

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, February 15, 2017. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Bill Kuc, Bob Hart, Nicole Chaput, Elliot Graf, Justin Hauke, Joan Esserman. Absent: Trustees Bethany Curtis, Andrew Rushing, and City Council Liaison Toni Hunt.

Call to Order

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

Public Agenda

There was no public agenda.

Minutes of the January 18, 2017 Meeting

Mr. Hauke moved to accept the minutes as presented, Ms. Esserman 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 recapped some major points about the Library's Petitions Policy. He also noted that the Free Book Boxes recently installed in three Webster Groves parks were garnering attention. Upkeep of the books in the boxes will likely be undertaken by volunteers with the Friends, and if not, the Library will do it.

Advanced Planning

There was no report from this committee

Automation/Systems

There was no report from this committee

Building and Grounds

Mr. Cooper said that he has prepared a list of several items needing attention, some of them expensive. He is currently working to get the best bids for this work, and hopes the Building and Grounds Committee can meet soon to lay out priorities and a time frame and budget for accomplishing the work. Ms. Marshall also noted that some of the

items will have to be considered as ongoing maintenance items included in a regular maintenance schedule.

Finance

Mr. Cooper noted that we are still a little over budget for the year, but with two recent retirements and no more '3-payroll months,' the *Payroll—Salaried* line, which includes most of the overage, should even out. At least that was the way it was planned when the budget was created.

Ms. Chaput moved to accept the financial report as presented, Ms. Esserman 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

Trustees questioned if there was some method in mind for answering the auditor's concern about handling of daily cash counts and deposits. Mr. Cooper said that he and the Library's bookkeeper were presenting a plan in which he would check each deposit prior to it being deposited, which should answer the auditor's concern about not enough oversight.

New Business

Mr. Cooper said that he will soon prepare a slate of budget adjustments to bring FY 16-17 budget back into line, and present them to the Finance Committee prior to the March 15 Board meeting so they can make recommendations.

There were questions about how cuts in State Aid and other funding programs were impacting the Library. Mr. Cooper described cuts to E-rate funding (about \$1500 annually), to Athlete's & Entertainers subsidies (never a steady amount, but sometimes as much as \$5,000 a year), to direct State Aid (up to \$23,000 per year, though how much is being cut is uncertain), and to various grant programs (a planned \$800 dollar request from Missouri Arts Council cannot go forward at this time).

Adjournment

Mr. Hart moved to adjourn, Mr. Graf seconded, and the meeting was adjourned at 7:30 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, March 15 at 7 p.m.