



Minutes of the Regular Meeting of  
The Board of Trustees  
Webster Groves Public Library  
March 20, 2019

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, March 20, 2019. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Bethany Curtis, Jenine Harris, Tess Thompson, and Joan Esserman, and City Council Liaison Bud Bellomo. Absent: Trustees Bob Hart, Andrew Rushing, Justin Hauke, and Elliot Graf.

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 20, 2019 Meeting

Ms. Curtis moved to accept the minutes as presented, Ms. Harris 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 presented an annual breakdown of statistics on the library's passport acceptance service which was prepared by Tim Nix, the library's system administrator. It shows an increase of 87 passports over the previous year, but a much higher increase in revenue generated, since the State Department increased the processing fee for an application.

Advanced Planning

New trustee Jenine Harris has agreed to chair this committee. Mr. Cooper presented a breakdown of proposed budget expenditures that impact the service goals specified in the 2016-2020 strategic plan.

Automation/Systems

There was no report from this committee.

### Building and Grounds

There was no report from this committee.

### Finance

Mr. Cooper presented the finance report, including a quarterly review of the library's investment of its reserve fund held at UMB. It shows a projected annual income of \$10,769. Ms. Esserman moved to accept the financial report as presented, Ms. Curtis seconded, and the report was approved.

### Human Resource

Mr. Cooper mentioned that he would soon be interviewing candidates to fill the position of Reference Assistant.

### Policy

There was no report from this committee.

### Old Business

Mr. Cooper reported that he had heard back from Hochschild, Bloom auditors about their comments on the 2017-2018 audit report. They believe that since they still have to ask for a number of journal entries to be made, it represents a 'material deficiency.' Mr. Cooper will work with the library's bookkeeper to correct this.

There are still questions about whether this auditor is responsive enough or efficient enough. We use this auditor because it's the same auditor the City uses, and it keeps the cost lower. Mr. Cooper will speak with people at City Hall about their opinions on the matter.

### New Business

There was no new business.

### Adjournment

The meeting was adjourned at 7:25 p.m.

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