



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
April 17, 2019

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, April 17, 2019. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Bethany Curtis, Tess Thompson, Joan Esserman, Justin Hauke, and Jenine Harris, and City Council Liaison Bud Bellomo. Absent: Trustees Bob Hart, Eliot Graf, and Andrew Rushing.

Call to Order

The meeting was called to order at 7:03 p.m.

Public Agenda

There was no public agenda.

Minutes of the March 20, 2019 Meeting

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

Correspondence

There was no correspondence.

President's Report

Ms. Marshall asked trustees to please remember to let the library director know if and when they will be unable to attend a regularly scheduled board meeting.

Librarian's Report

Mr. Cooper asked if the board would approve moving the June, 2019 regular meeting from its regularly scheduled date of June 19 to June 12, to accommodate his own travel plans that month. While the board generally agreed, two trustees in attendance stated they would be unable to make that meeting. Mr. Cooper will poll the rest of the board via email to see if the move is feasible in terms of a quorum.

Advanced Planning

There was no report from this committee.

Automation/Systems

There was no report from this committee.

Building and Grounds

Ms. Curtis recently met with Mr. Cooper to discuss repair and maintenance priorities included in the draft budget for FY 2019-2020. She also intends to convene the Building and Grounds committee soon to discuss installation of a sign in front of the building.

Mr. Cooper asked if the board had any objections to his revising the way the budget is presented. He would like to take two line items, Maintenance/Repairs and Landscaping, and make one Building & Grounds line item. It would be easier to administer, and would reflect how board oversight is administered. There were no objections to the change.

Finance

Mr. Cooper reviewed the financial report for March 2019. Ms. Esserman moved to approve the report, Ms. Curtis seconded, and the report was approved.

Mr. Hauke recapped a meeting the Finance Committee had held with two representatives from Stifel, Nicolaus concerning an early refinancing of the library's bond debt. This was similar to proposals heard last year, except that at the time there was uncertainty about the legality of this kind of refinancing and interest rates were not as good. Both of those concerns are largely cleared up, and it is the opinion of the Finance Committee members that the board should move ahead in consideration of a refinancing. Mr. Cooper is charged with scheduling bond counsel from Gilmore, Bell to speak to trustees at an upcoming meeting to advise on the legal aspects.

Human Resource

Mr. Cooper has hired a new full-time Reference Assistant, Jeraca Fite, who comes to us from the Quincy Public Library. Ms. Fite should be here within a few weeks to take up her new duties.

The Human Resource committee needs to perform its annual evaluation of the director soon.

Policy

There was no report from this committee.

Old Business

There was no old business

New Business

Mr. Cooper presented this set of budget revisions for board consideration:

From

Payroll: Hourly--\$5,000

Reference Services--\$3,000

Video: Adult--\$1,000

To

Audio: Adult—\$4,000

Interlibrary Loan—\$1,000

Gas--\$2,000

Equipment--\$2,000

Ms. Curtis moved to approve these revisions, Ms. Marshall seconded, and the revisions were approved.

Mr. Cooper also presented a draft of the operating budget and the bonded debt budget for the upcoming FY 2019-2020. He explained several of the line items that had received increases or decreases. The Finance Committee is invited to arrange a meeting prior to the May board meeting, to further consider the budget and be ready to make a recommendation. The budget should be approved at the May meeting.

Adjournment

Ms. Thompson moved to adjourn, Ms. Curtis seconded, and the meeting was adjourned at 7:40 p.m.

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