



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
January 15, 2020

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, January 15, 2020. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Jenine Harris, Joan Esserman, Andrew Rushing, Justin Hauke, Bethany Curtis, Tess Thompson, Leanne Waugh, and Sherry Taylor, and City Council Liaison Bud Bellomo.

Call to Order

The meeting was called to order at 7:02.

Public Agenda

There was no public agenda.

Minutes of the March 20, 2019 Meeting

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

Correspondence

There was no correspondence.

President's Report

Ms. Marshall had no report.

Librarian's Report

Mr. Cooper added to his report the note that the library is now circulating jigsaw puzzles. The service originated in a large donation of puzzles, and since we put them in the collection, quite a few patrons have asked if they could donate more.

Advanced Planning

There was no report from this committee.

Automation/Systems

There was no report from this committee.

Building and Grounds

Ms. Curtis said that the committee would be meeting just after the full board meeting to discuss progress on the sign.

Finance

Mr. Hauke reviewed the financial report for November 2019 and December 2019. He noted that we are about \$8,000 over budget at this point, but this is largely due to line items with major expenses early in the fiscal year, and December being a 3-payroll month. Mr. Rushing moved to approve the report, Ms. Taylor 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

Mr. Cooper presented the revisions to the personnel manual, as discussed at the last meeting. Ms. Thompson moved to approve the revisions, Mr. Hauke seconded, and the revisions to the personal manual were approved.

New Business

Mr. Cooper presented copies of the Audited Financial Statement for FY 2018-2019. The auditors noted that while the library has a Fixed Assets Policy specifying that we do an annual fixed assets report, we should either begin doing that report, or eliminate or amend that policy. After study, and noting the fact that the audit report included enumeration of fixed assets with depreciations, Mr. Cooper recommended amendment or elimination of the policy. Members of the Finance Committee stated they would rather review the policy before making any decision. Mr. Cooper will forward the policy to them.

Ms. Esserman asked about the repetition of the comment in the report that the library did not have the skill to properly present the library's year-end statement. Mr. Cooper said it has to do with proper posting of journal entries pertaining to the bond funds at UMB bank, and will work with our bookkeeper on correcting that deficiency.

The board discussed the recent decision by St. Louis County Library and St. Louis Public Library to eliminate fines on overdue library materials. Within the MLC, only Kirkwood Public has gone fine free, though U. City Library is planning to do so soon. There was much discussion and many questions from trustees: what were the reasons for going fine free? Would other MLC libraries go fine free soon? Probably most importantly, what are the budgetary implications of the move to Webster Groves Public Library? How much revenue do we derive from collection of overdue fines? Is there any way to offset the revenue lost by the move? Mr. Cooper will collect information to present at the next board meeting to inform a decision.

Adjournment

Ms. Curtis moved to adjourn, Ms. Thompson 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, February 19 at 7 p.m.