



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
May 20, 2020 (During COVID-19 Closure)

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, May 20, 2020. The meeting was held via Zoom conferencing. President Nancy Marshall presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Jenine Harris, Sherry Taylor, Justin Hauke, Leanne Waugh, Tess Thompson, Joan Esserman, and Bethany Curtis, and City Council Liaison Bud Bellomo. Absent: Trustee Andrew Rushing

Call to Order

The meeting was called to order at 7:01 p.m.

Public Agenda

There was no public agenda.

Minutes of the April 15, 2020 Meeting

Ms. Marshall noted a typo that needed correcting.

Ms. Curtis moved to accept the minutes as corrected, Ms. Taylor seconded, and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

Ms. Marshall noted that during her tenure on the board, she has been a frequent liaison to the Friends Board. She suggested that someone think about taking up that role, as it is important for the Library Board to know what the Friends Board is doing.

Librarian's Report

Mr. Cooper spoke of some of the things the staff is doing to prepare for curbside service, as the first phase of our reopening plan. He did, however, have to report that this very day, a staff member had gone home with a high fever and would soon be tested for COVID-19. If the test is positive, the entire full-time staff will have to quarantine for 14 days, throwing a wrench into any reopening plan.

Trustees suggested that when we do open for circulation services, we should offer a morning set aside for seniors and others with susceptibility to infection. Mr. Cooper will work that into the schedule.

Advanced Planning

There was no report from this committee.

Automation/Systems

There was no report from this committee.

Building and Grounds

Ms. Marshall recapped where we stand with work on the sign for in front of the building. Steve Calhoun with ASI Signage has sent a proposed style of sign, and an estimated cost of \$15,000. The suggestion is that we ask him to create an inexpensive mockup of the sign, so we can set it in a few places and determine the best place to install it.

Finance

Mr. Hauke reviewed the financial report for 2020. We are still a little under budget for the year. Ms. Thompson moved to approve the report, Ms. Waugh seconded, and the report was approved.

There was discussion of the draft budget for FY 2020-2021. Mr. Cooper said that it was based on usual revenue projections. Given the current economic situation, there is concern that there will be a loss of revenue. But he noted that our revenue, based on property taxes rather than sales taxes, is less subject to downturns in economic activity. During the '08 recession, for instance, we experienced no ill effects. Still, if we do lose revenue this year, we have healthy reserves to see us through. While our auditors do not like us to spend reserves, this is the exact kind of situation they urge us to keep healthy reserves for. We could handle a year of lessened revenue pretty easily, maybe more, without having to seek a new tax levy.

Human Resource

There was no report from this committee, though Mr. Cooper pointed out it was time to review his performance. He will forward to the HR Committee a report on progress in his FY 19-20 goals, and suggested goals for FY 20-21.

Policy

There was no report from this committee.

Old Business

There was no old business.

New Business

Mr. Hauke moved to approve the draft budget for FY 2020-2021. Ms. Taylor seconded, and the budget was approved.

Ms. Marshall moved to approve Resolution 2020-03, thanking Nancy Hiatt for her many years of dedicated work on the Friends Board. Ms. Curtis seconded, and the resolution passed. Trustees asked Mr. Cooper to check into publicizing the resolution, whether in social media, the WK Times, the library's Website, etc.

There was a discussion of officers for FY 2020-2021. Mr. Hauke, who was nominated for the presidency at the April meeting, said he enjoyed his work as treasurer, and would be just as happy to continue in that post. Ms. Esserman noted that while seniority on the board might be one measure of who would make a good president, there was also value in considering newer members, who could bring new ideas and directions to the post. There were several questions about the duties of the officers; trustees were advised to read the By-laws, to speak with incumbent officers, or with Mr. Cooper to familiarize themselves with those duties. The discussion was tabled, and should be taken up at the June meeting, with the hope that there will be nominations and an election then.

There was also general acclaim for Nancy Marshall, our outgoing president, on the reliable and capable job she has done for several years. Her guidance will be missed.

Mr. Bellomo noted that City Council elections are upcoming. With his term expiring, we may get a new liaison. This is his last meeting of this term. He expressed his pleasure at having worked with the library board the past few years.

Adjournment

Ms. Marshall moved to adjourn, Ms. Curtis seconded, and the meeting was adjourned at 7:27 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, June 17 at 7 p.m.