



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
September 21, 2022

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, September 21. President Tess Thompson presided and Library Director Tom Cooper kept the minutes. Also present: Trustees Jenine Harris, Leanne Waugh, Ed Scholl, Janey Worthington, and Sherry Taylor, and City Council Liaison Laura Arnold. Absent: Trustees Peter Ruger, Anita Radcliffe, and Angelo Austin

Call to Order

The meeting was called to order at 7:05 p.m.

Public Agenda

There was no public agenda.

Minutes of the August 17, 2022 Meeting

Ms. Worthington moved to approve the minutes. Dr. 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 noted that two wasp nests had been removed from the front of the building.

Advanced Planning

Dr. Harris spoke about working with Lisa Richter from Stakeholder Insights to arrange for a series of focus groups to be held as part of our ongoing strategic planning process. Much thought and discussion went into assembling the best demographic profiles for these groups, which should be held late in October. Passing the budget to fund the work is an item under New Business.

Building and Grounds

Ms. Waugh noted that we are looking forward to new carpeting being installed in the Meeting Room later this month.

Finance

Mr. Scholl reviewed the financial report for September. He noted that two months into the fiscal year, we are somewhat overspent, but this is mostly due to there being 3 payrolls in August, rather than the usual 2.

Ms. Waugh moved to approve the financial report. Ms. Worthington seconded, and the report was approved.

Human Resources

Dr. Thompson reviewed work so far in beginning the search for Mr. Cooper's replacement as director. HR Committee members had weighed in on a draft job ad circulated by Mr. Austin, and a proposed schedule for interviewing and hiring candidates was put forward. Mr. Cooper will distribute the text of the job to everyone before we publish it.

Policy

Ms. Taylor reviewed the proposed text of an amendment to the Operating Policy:

"If the Board fails to adopt the proposed budget by June 30th, the budget as submitted shall go into effect."

Ms. Worthington moved to approve the amendment, Dr. Harris seconded, and the motion passed.

Friends Report

Ms. Worthington said the Friends were very busy. They had a volunteer event on Sunday September 18, with 14 people in attendance, most of whom signed up to volunteer for upcoming events. There will be a book sale the second weekend in October.

City Hall

Ms. Arnold reported that the tax rates for the city and the library had finally been approved, with some slight changes.

The Charter Review Advisory Board has been selected and begun meeting. There is an April, 2024 target date for them to present a plan to be voted on, but that is subject to change.

Old Business

There was no old business.

New Business

Ms. Worthington moved to approve the \$23,000 budget to pay Stakeholder Insights for conducting focus groups. Dr. Thompson seconded, and the motion passed.

Mr. Scholl reviewed the audit. We used a new auditor this year, and a new style of audit. Whereas previous audits had been done on a modified accrual basis, this new one was a modified cash basis. He explained roughly what that meant. The audit was presented without comment, which is good. There were some suggestions for improvements in the managerial letter, which Mr. Cooper will look into soon.

Adjournment

Ms. Waugh moved to adjourn, Dr. Thompson seconded, and the meeting was adjourned at 8 p.m.

The next meeting of the Library's Board of Trustees will be held on Wednesday, October 19 at 7 p.m.