



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
August 16, 2023

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, August 16. President Anita Radcliffe presided and Library Director Madison Morris kept the minutes. Also present: Trustees Sherry Taylor, Leanne Waugh, Jenine Harris, Janey Worthington, Fred Toelle, Ed Scholl and Angelo Austin. Absent: City Council Liaison Laura Arnold and Trustee Dana Cooley.

Call to Order

The meeting was called to order at 7:00.

Public Agenda

None

Minutes of the July 21, 2023 Meeting

Mr. Scholl moved to approve the minutes. Ms. Worthington seconded. All were in favor and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

Ms. Radcliffe reported that there was a positive article in the "Neighbors of Webster Groves Magazine" about Ms. Morris and the Library.

Librarian's Report

Ms. Morris reported that two new staff members had been hired to fill shelving positions and that they would be starting at the end of August. She also brought attention the Teen Services section of her report and said that she would include a quarterly update on Teen Services for the Board.

Advanced Planning

None

Building and Grounds

Ms. Waugh reported that the roofing company has been out to repair the roof but it has not yet been tested due to the lack of rain. She also stated that there is a Building and Grounds committee meeting on September 5th and that Ms. Cooley is a new committee member.

Finance

Mr. Scholl stated that our operating balance will keep coming down every month until we start receiving tax income again in January. He stated that the biggest expense for July was in our equipment budget which is due to a server upgrade. This expense is not reoccurring.

Ms. Waugh moved to approve the financial report. Ms. Harris seconded. All were in favor and the financial report was approved.

Human Resources

None

Policy

Ms. Taylor reported that there will be a policy committee meeting at the end of the month. The committee and Ms. Morris are working on updating current policies and drafting additional policies as needed. Once the drafts are complete they will be brought to the rest of the Board.

Friends Report

Ms. Worthington reported that the Friends next big event is the book sale which is the last week of September.

Donations of materials are always welcome.

City Hall

None

Old Business

A. Old Business

None

New Business

B. New Business

1. Audit

Mr. Scholl reviewed the audit draft for the Board. He said that this is the second year of using Fick Eggemeyer & Williamson for the audit and he is happy with their overall report and their turnaround time for creating the report. He stated that this audit is an unqualified opinion which is what you want in your audit. He said there does not seem to be any material weaknesses in the Library and that the Library is in a very good position from an operating standpoint and with our reserves. He said there are some housekeeping things to consider moving forward but that they do not have a negative valuation on how the Library is run. A few things for future consideration are: bank reconciliation, the sharing of a federal ID number with the City and changing how we show our debt repayments in the next budget year.

Ms. Worthington asked that the minutes reflect appreciation to Mr. Scholl for explaining the financials.

Mr. Austin moved to approve the draft audit and Mr. Toelle seconded. All were in favor and the draft audit was passed.

Adjournment

Ms. Harris moved to adjourn, Mrs. Worthington seconded. All were in favor and the meeting adjourned at 7:40.