



Minutes of the Regular Meeting of  
The Board of Trustees  
Webster Groves Public Library  
September 20, 2023

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, September 20th. 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, Dana Cooley, and City Council Liaison Laura Arnold. Absent: Trustee Angelo Austin

Call to Order

The meeting was called to order at 7:00 p.m.

Public Agenda

None

Minutes of the August 16, 2023 Meeting

Ms. Waugh moved to approve the minutes. Dr. Harris seconded. All were in favor and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

None

Librarian's Report

Ms. Morris reiterated from her report that the Book-A-Librarian service had re-launched and that she would be attending the Missouri Library Association Conference at the beginning of October.

Advanced Planning

None

### Building and Grounds

Ms. Waugh reported that the roof is still leaking. She stated that the roofing company did respond quickly when Ms. Morris contacted them about the continued leak but that there has not been enough rain to test it again. She reported that we were reviewing some information about our current elevator and its contract. Ms. Waugh also stated that Ms. Morris would be bringing a proposal to the next board meeting for a project in the Children's Room.

### Finance

Mr. Scholl stated that the balance will continue to dwindle due to taxes not coming in until next year. He said that our budget is currently right on target. He noted two one-time expenditures: one was in building and grounds for the roofing project and one was in professional services for the audit. He stated that our reserves were in good shape and that we need to be conscientious of them as time goes on so that we continue to be good stewards of the funds that are trusted to the Library.

There was discussion about interest rates and reviewing our bank account in the future. Mr. Scholl stated he would look into this with Ms. Morris.

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

### Human Resources

Ms. Radcliffe stated that there was a meeting planned for the human resources committee in the next month.

### Policy

Ms. Taylor reported that the policy committee met and thoroughly reviewed the four policies that would be coming up later in the meeting under new business.

### Friends Report

Ms. Worthington reported that the Friends are busy as always and currently have 246 members. She stated that they are considering doing something new and forming a group called the Lockwood Society. This group would help recognize longstanding Friends members. She asked that members of the Library board attend the upcoming book sale. She also stated that the annual Friends meeting is on November 5<sup>th</sup>.

## City Hall

Mayor Arnold reported that the tax rate has been approved. She also stated that there will be an upcoming Parks and Rec bond that includes new pool and additional park related items that will be going to the people.

She stated that the City is working on a naming policy so that choosing names for things in Webster Groves can be done more formally in the future.

She also reported that there is a new initiative for October called Leave the Leaves. This is similar to the No Mow April initiative.

Mayor Arnold also stated that there would be a meeting of all the chairs and boards of commissions at some point in October.

## Old Business

### A. Old Business

There was discussion about incorporating guidelines for public comments into the board policies. Ms. Morris will add the wording and email it to the policy committee with the intention of having a vote at the next meeting.

## New Business

### B. New Business

1. Missouri Evergreen
  - i. Ms. Morris gave an overview of Missouri Evergreen and explained that the MLC was considering changing the ILS system over to the Missouri Evergreen Consortium in the future.
2. Code of Conduct Policy
3. Computer Use Policy
4. Meeting Room Policy
5. Photography and Recording Policy

Ms. Morris explained that the biggest change for customers in regard to the above policies was the Meeting Room Policy. She stated that these changes were being made to give the Library more flexibility in regard to using the room for Library programs and to make the meeting room more equally accessible for outside groups.

Ms. Taylor moved to approve the Code of Conduct Policy, the Computer Use Policy, the Meeting Room Policy, and the Photography and Recording Policy. Ms. Worthington seconded. All were in favor and the policies were approved.

### Adjournment

Ms. Waugh moved to adjourn, Ms. Taylor seconded. All were in favor and the meeting adjourned at 7:46.