



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
January 17, 2024

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, January 17th. President Anita Radcliffe presided, and Library Director Madison Morris kept the minutes. Also present: Trustees Sherry Taylor, Leanne Waugh, Jenine Harris, Fred Toelle, Ed Scholl, Dana Cooley, Janey Worthington, Angelo Austin and City Council Liaison Laura Arnold.

Call to Order

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

Public Comment

None

Minutes of the November 15, 2023 Meeting

Ms. Waugh moved to approve the minutes. Ms. Taylor seconded. All were in favor, and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

None

Librarian's Report

Ms. Morris highlighted in her report the two grants that the Library had applied for and received and stated how well the new Hot Reads collection has been circulating.

Advanced Planning

None

Building and Grounds

The roof is still leaking.

Finance

Mr. Scholl stated that there were two months to go over since there was no meeting in December.

He stated that we are currently over budget by around \$9,000 but that he thinks this will even out in the next few months. He stated we are on target overall and in a good place for the first six months of the budget year.

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

Human Resources

Mr. Austin stated that Ms. Morris is due for her first review in February. The HR committee is planning to meet after the board meeting to discuss the review process.

Policy

None

Friends Report

Ms. Worthington reported that there is a new Friends of the Library President: Sue Gold. She also stated that the Friends will be sending out their new membership brochures soon.

There was discussion about how the Friends could help support the Library in the community.

City Hall

Mayor Arnold reported that the senior property tax freeze is still pending and that they are still waiting on more information.

The longstanding Webster Groves Police Chief has retired. There is a survey to fill out on the City's website in regard to what types of things the Webster Groves community is looking for in the next police chief.

The City of Webster Groves has been awarded a Safe Streets and Roads for All grant.

There is an election in April. Proposition W for parks and recreation is on the ballot, as well as 10 amendments to the current City charter.

Old Business

Library Investments

Mr. Scholl reported that the finance committee had met and reviewed the investment account application. He also stated that all of the questions that they had posed to the bank and to City Hall had since been answered. He and the rest of the finance committee, along with Ms. Morris, felt comfortable moving forward with opening the account.

There was discussion about making sure the account was FDIC insured.

There was discussion about how any movement from one account to the other should be voted on by the Board.

Mr. Austin made a motion to open the ICS account with US Bank contingent upon FDIC coverage. Ms. Waugh seconded. All were in favor, none were opposed, and the motion passed.

There was discussion about movement from one account to the other in an emergency situation.

Ms. Worthington made a motion that the finance committee can move up to \$200,000 to or from the ICS account and Library checking account without full board approval in an emergency situation. Dr Harris seconded. All were in favor, none were opposed, and the motion passed.

Personnel Manual

Ms. Morris stated that she would be scheduling a committee meeting with the HR and Policy committees to review the personnel manual and hopefully bring it to the March meeting for review.

New Business

Missouri Evergreen MOU

Ms. Morris stated that the MOU between the Library and Missouri Evergreen Consortium is the first step toward the new ILS system. She stated that the form needed to be signed by her and the Board president, and she would like the Board to vote on moving forward with the contract.

Dr. Harris moved to go forward with Missouri Evergreen for the Library's new ILS system. Ms. Waugh seconded. All were in favor, none were opposed, and the motion passed.

February Review

See Human Resources above.

Record Retention

Ms. Morris wanted to bring it to the Boards' attention that there are many documents the Library has been storing that no longer need to be retained. She stated that she, while following retention laws, would be clearing out the Library's files to make room for new ones.

Budget Amendments

Ms. Morris stated that when compiling the 23-24 budget last spring, state aid was up in the air and thus was not included in the budget. However, state aid has been received along with A&E funds. Therefore, she was proposing to the Board that they amend the current budget to include these funds. The amendments were as follows:

A&E 1&2: \$9,785.99
\$3,000 to Books: Juvenile and YA
\$6,785.99: E-Resources

State Aid 1&2: \$8,559.74
\$3,000 to Books: Adult
\$1,000 to Audio: Juvenile
\$559.74 to Videogames
\$2,000 to Juvenile Special Events
\$2,000 to Adult Special Events

Ms. Worthington motioned to accept the budget amendments as presented. Dr. Harris seconded. All were in favor, none were opposed, and the motion passed.

Adjournment

Ms. Waugh moved to adjourn the meeting. Ms. Taylor seconded. All were in favor, and the meeting adjourned at 8:18.