



Minutes of the Regular Meeting of  
The Board of Trustees  
Webster Groves Public Library  
May 15, 2024

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 6 p.m. on Wednesday, May 15th. President Anita Radcliffe presided, and Library Director Madison Morris kept the minutes. Also present: Trustees, Leanne Waugh, Jenine Harris, Fred Toelle, Ed Scholl, Dana Cooley, Janey Worthington, Sherry Taylor and Angelo Austin. Absent: City Council Liaison Laura Arnold

**Call to Order**

The meeting was called to order at 6:00 p.m.

**Public Comment**

None

**Minutes of the April 17, 2024 Meeting**

Ms. Morris stated that there was a correction to the minutes and the first paragraph of the minutes should read: The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, April 17th.

Ms. Worthington moved to approve the minutes with the above correction. Mr. Scholl seconded. All were in favor, none were opposed and the minutes were approved.

**Correspondence**

There was no correspondence.

**President's Report**

Ms. Radcliffe reminded the Board that elections would be taking place at the June meeting.

**Librarian's Report**

Ms. Morris highlighted successful programs that had happened in May including the Irish event and the Star Wars program. She stated that the Library's investment account had been opened and that 1 million dollars had been transferred to the account. The first statement should be available in June. She also mentioned that starting in July she would

be changing the layout of her directors' report to include more components relating to the strategic plan.

### **Advanced Planning**

None

### **Building and Grounds**

Ms. Waugh reported that there are several building issues that are being addressed. She stated that the roof has new leaks and Ms. Morris stated that there had been issues with the air conditioning and with some of the doors in the Library.

### **Finance**

Mr. Scholl stated that we are in the fourth quarter of the 23-24 budget. He reported that the Debt Service was paid in April. He also stated that payroll expenses for April were higher due to a March payroll being billed a little late.

He stated that there were several one-time yearly costs which came up in April including an annual service fee to the City of Webster Groves and an annual service fee to Vogel Heating and Cooling.

Mr. Scholl reported that the Library is in a good place financially and he feels that the Library should be on track for the year end budget.

Mr. School reiterated that the investment account had been opened and 1 million dollars transferred to it. He stated that we will review this and the funds in our checking account on a monthly basis to make sure we keep the needed half million in our checking account to avoid service fees.

Ms. Worthington moved to pass the financial report. Ms. Cooley seconded, all were in favor, none were opposed and the financial report was approved.

### **Human Resources**

None

### **Policy**

None

### **Friends Report**

Ms. Worthington reported that the Friends of the Library Beyond the Page event will be held Sunday, May 19<sup>th</sup> at 2:00.

## **City Hall**

none

## **Old Business**

### *Budget Amendments*

Ms. Morris proposed the following budget amendments:

\$2,750 to be moved from adult audio to salaried

\$4,000 to be moved from automation to salaried

\$2,500 to be moved from contingencies to salaried

With a total of \$9,250.00 being moved to salaried.

\$3,500 to be moved from equipment to professional services

\$1,500 to be moved from clerical to building supplies

Ms. Waugh moved to approve budget amendments as stated. Dr. Harris seconded, all were in favor, none were opposed and the amendments were approved.

### *2024-2025 Budget*

Time was taken to review the budget. Ms. Morris highlighted new line items including a line item for mileage and a line item for Library of Things.

There was discussion about taxes and how there was an expectation for more tax money than usual to come in during the month of May due to many people protesting their taxes this year.

There was discussion about interest from the new investment account.

There was discussion about capital projects and not expecting to have extensive capital expenses each year but figuring out ways in the future to incorporate expenses into the regular operating budget.

Ms. Waugh moved to approve the 2024-2025 budget. Mr. Scholl seconded, all were in favor, none were opposed and the 2024-2025 budget passed.

## **New Business**

### *Board Elections*

See President's Report

### *June Meeting*

Ms. Morris reminded the board that the June meeting would be held a week earlier than usual on June 12<sup>th</sup> at 7:00 due to the Library being closed on June 19<sup>th</sup> for Juneteenth.

Ms. Morris also let the board know that the Libraries Reference Department Head would be doing a presentation on the reference department at the next meeting.

### **Adjournment**

Mr. Scholl moved to adjourn. Ms. Waugh seconded. All were in favor, none were opposed and the meeting adjourned at 7:13