



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
August 21, 2024

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, August 21st. President Anita Radcliffe presided and Library Director Madison Morris kept the minutes. Also present: Trustees Fred Toelle, Ed Scholl, Janey Worthington, Angelo Austin, Dana Cooley, Sherry Taylor, and Jenine Harris. Absent: Trustee Leanne Waugh and City Council Liaison David Franklin

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

Public Comment

None

Minutes of the July 17, 2024 Meeting

Ms. Worthington moved to approve the minutes. Mr. Toelle seconded. All were in favor. None were opposed and the minutes were approved.

Correspondence

There was no correspondence.

President's Report

Ms. Radcliffe noted that she had a friend who had attended the Library's foam party in July with her son and that her son said it was "the best day ever".

Librarian's Report

Ms. Morris reported that there were over 700 active participants in the summer reading program and 755,960 reading minutes were recorded. She also stated that the Kate Moody project had been completed and all 10,155 documents have been uploaded to Missouri Digital History.

Advanced Planning

None

Building and Grounds

Ms. Morris reported that the Building and Grounds committee had met about the ongoing roofing issues and have decided to contact the insurance agency in regard to hail damage. Ms. Morris will report back on their findings.

There was discussion about complications that had come up during the initial renovation of the building and how that has impacted the roof. Ms. Morris said her understanding is that there had been issues with the initial contractor for the renovation. That contractor then stopped work and another contractor was brought in to finish out the renovation. Ms. Morris said that Library staff have said that the roof has had issues along the seam of the building since the renovation took place. Ms. Morris stated that while there are still issues along the seam of the building, the newer leaks are not along the seam and are impacting other parts of the building. Ms. Morris stated that the roofing company said the new leaks can most likely be attributed to hail damage which is why the building and grounds committee has decided to reach out to the insurance agency.

Finance

Mr. Scholl reported that the Library is well reserved and has \$1.44 for every dollar of the budget.

He stated that the Library is in its new fiscal year and for the first month expenses were \$1,000 under budget.

He stated that the investment account is continuing to earn interest and we will continue to monitor it and our other bank accounts.

He stated financially the Library is in very good shape and if there ends up being an extensive roof repair, the Library should have the funds to cover it.

Ms. Worthington moved to accept the financial report. Dr. Harris seconded. All were in favor. None were opposed and the financial report was accepted.

Human Resources

None

Policy

Mr. Toelle reported that he and Ms. Morris met to discuss the personnel manual and have some ideas about how to move things forward with a 40 hour work week rather than a 37.5 hour work week without negatively impacting staff or changing staff schedules. He stated there was also discussion about how to move vacation and sick leave accruals over to a digital format rather than a paper format in January 2025. There will be a Policy and Human Resources committee meeting sometime in the fall to discuss this further.

Friends Report

Ms. Worthington reported that the Friends do not meet in the summer months but their book sale is coming up in October.

City Hall

None

Old Business

Roof

See Building and Grounds above.

Tax I.D.

Ms Morris stated that she had met with City Hall staff to discuss changing the Library's Federal Tax I.D. so that the City and the Library are no longer sharing. She stated that once this change occurs other things that fall under the City will need to be changed. This includes: bank accounts, the Library's credit card account, payroll services etc. The Library will be able to keep its employee benefits with the City.

Audit

The 23-24 audit draft was reviewed.

Mr. Scholl moved to accept and finalize the audit draft. Ms. Cooley seconded. All were in favor. None were opposed and the 23-24 audit was accepted and finalized.

New Business

E-Resources Presentation

Heather Arnold, the Systems Administrator for the MLC, presented about the Library's e-resources, how they were being used in comparison to the physical collection, why costs have continued to go up, and shared other information and statistics with the Board.

Missouri Ethics Commission

Ms. Morris stated that every two years a conflict of interest ordinance needs to be filed with the Missouri Ethics Commission. Ms. Morris asked the board to vote to approve the new resolution.

Ms. Worthington moved to accept the resolution. Dr. Harris seconded. All were in favor. None were opposed and the resolution passed.

Adjournment

Ms. Cooley moved to adjourn the meeting. Dr. Harris seconded. All were in favor. None were opposed and the meeting adjourned at 8:03 p.m.