



Minutes of the Regular Meeting of
The Board of Trustees
Webster Groves Public Library
November 20, 2024

The meeting of the Board of Trustees of the Webster Groves Public Library was held at 7 p.m. on Wednesday, November 20th. President Anita Radcliffe presided and Library Director Madison Morris kept the minutes. Also present: Trustees Fred Toelle, Ed Scholl, Sherry Taylor, Jenine Harris, Janey Worthington, Dana Cooley and City Council Liaison David Franklin. Absent: Trustees Angelo Austin and Leanne Waugh

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

Public Comment

None

Minutes of the October 16, 2024 Meeting

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

Correspondence

There was no correspondence.

President's Report

Ms. Radcliffe reported that the Board contributes money towards a honey baked ham each year for Staff Development Day. She stated that Angelo Austin has volunteered to coordinate the delivery of the ham and that she would provide his venmo for those who choose to contribute towards the ham.

Librarian's Report

Ms. Morris highlighted from her report that the Library had recently had a Lego event with 72 participants. She also stated that she had done a presentation at the Monday Club recently and that the Library is looking for more community partnership opportunities.

Advanced Planning

None

Building and Grounds

Ms. Morris reported that there are issues with the plumbing when hot water is running at various faucets which results in a loud screeching noise. She stated that the plumbing company is waiting on parts and then will be back to hopefully fix the issue.

She also reported that the overseeding of the lawn is almost complete and the signs to stay off the grass will be removed in December.

Finance

Mr. Scholl reported that the budget is about 15 thousand dollars over for the month. This is making up for the previous months low budget which was due to check fraud investigations and account freezes.

Ms. Morris also noted that the funds for the next budget month will also most likely be over because the Library is still in the process of catching up with payments after the account freeze.

Mr. Scholl stated that the receipts were made up of money from passports, grants, state aid, and an insurance check from the roof which will be put towards the new roofing project.

He reported that the investment reserve account has made 17 thousand dollars thus far and we might consider investing more money into that account in January.

He said we should be okay with where our current checking account balance is through the end of the year and shouldn't have to move money back to keep the Library at the 500,000 dollars needed to avoid bank fees.

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

Human Resources

None

Policy

Mr. Tolle stated that he has been taking a look at sunshine law and feels that the Library should update and add more detail to its current policy. He said he would look at setting up a policy meeting in December.

Friends Report

Ms. Worthington reported that the Friends had their annual book sale which was well received by the community. She also reported that the annual Friends membership meeting is on December 1st which is the weekend after thanksgiving.

City Hall

Mr. Franklin reported that City Hall will be hearing about the redevelopment over at KDC formally Great Circle on December 3rd. He also stated that a lot of people in Webster suffered flood damage earlier this month – City Hall is trying to collect data about that and look into funding options to potentially help with that.

Old Business

Roof

Ms. Morris stated that the roof is still leaking but does not seem to be leaking in any new places despite the large amounts of rain in the past month. She stated that she will have an RFP ready in the New Year with the intention of moving forward with a new roof in the spring.

Federal Tax I.D.

Ms. Morris is still in the works of getting everything with the new Tax I.D. changed over. She is working with the City of Webster Groves to change bank accounts over to the Library and is working with lawyer, Stanley Schroeder to make sure that everything tax related is changed over and set up properly.

Missouri Evergreen

The Library went live with the new ILS, Missouri Evergreen on Thursday, October 17th. Overall things have gone well. There are still some details being hammered out but for the most part everything is up and running as it should. Most patron questions have revolved around the change in their Pin numbers with the migration to the new system.

Payroll Services

The Library has signed a contract with Paychex for their new timekeeping and payroll service. Ms. Morris is working with Paychex to get everything configured with the first pay date taking place on January 2nd 2025.

New Business

Review

Ms. Morris reminded the Board that her annual review should take place at the February meeting. She said that last year the board requested feedback from Library staff as part of the review and she wanted to make sure the Board had enough time to compile that feedback again.

The next Board meeting isn't until January 15, 2025 which is why Ms. Morris wanted to bring this up now.

Adjournment

Ms. Worthington moved to adjourn the meeting. Ms. Taylor seconded. All were in favor. None were opposed and the meeting adjourned at 7:32 p.m.