

MAPLEWOOD PUBLIC LIBRARY BOARD OF TRUSTEES  
7550 Lohmeyer Ave.  
St. Louis, MO

April 15, 2015

The meeting was called to order at 7:05 p.m. Present were

T. Durham  
J. Harsh  
C. Hinderliter  
J. Kelly  
J. Kremer  
K. Nithya  
J. Schorr  
S. Shoemaker

With one vacancy.

Staff present:

T. Donnelly

Public present:

Ken Cohen

A quorum was present and due notice had been given.

Before the meeting proper, Cohen discussed his progress on a lighted sign for the north lawn and the latest design, and said he was handing over the project to Donnelly and the Board. He was thanked for his efforts.

AGENDA ITEM 2  
Approval of Minutes

M/S/C (Harsh, Shoemaker,) unanimously to approve the minutes of the 2/18/15 meeting.

It was noted that Hinderliter was present for the 3/18/15 meeting (called for lack of a quorum) and Kelly was not.

M/S/C (Harsh, Hinderliter) unanimously to approve the minutes of the 3/18/15 meeting, as corrected.

AGENDA ITEM 3  
Public Comments

There were no public comments.

AGENDA ITEM 4

## Communications

There were no communications.

### AGENDA ITEM 5

#### Treasurer's Report

Donnelly distributed both the February and March accountant's reports. The March report had not arrived until just before the meeting. When it was examined, there were several obvious errors in the Revenue/Expenditure balance sheet. Donnelly noted that today was the last day to file taxes, and he believes the accountant was overburdened and rushing to complete the report. Donnelly was directed to get a more accurate report for the next meeting.

M/S/C (Kelly, Hinderliter) unanimously to accept the February accountant's report.

Donnelly reported that the Library has received a credit of \$1570 from MSD for the overpayment before they adjusted assumed water usage from the amounts used during the water inlet leak, also that the charges are back to normal, around \$34 a month.

### AGENDA ITEM 6

#### Librarian's Report

Donnelly noted the on-going drop in circulation figures, and asked to discuss them as part of the budget deliberations. He noted that the staff has received training on the telescope they are going to start circulating. The West Coast dock strike delayed the arrival of the telescope, and it is projected to be available in mid-May. He discussed the borrowing and fine policies that all the MLC libraries will use for the telescopes.

Donnelly also told the Board about the LEGO Club of Doom, originally started by Barb Patten but now run by two mothers, and how they intend to transition the club to a Robotics Club and participate in the FIRST Robotics Lego League. To this end, they are seeking a grant from Boeing Corporation to purchase a Mindstorms robotic kit and associated hardware. The Library is not directly involved in the Club, but acts as an umbrella organization for grant-seeking, etc., as well as providing space for the club to meet and store its equipment.

Donnelly discussed the reciprocal lending agreement between St. Louis County and Public Libraries and the MLC libraries, in light of the decision by Webster Groves Library to pull out of the agreement. He noted that the contract the MLC operates under was inherited from the one between SLPL and SLCL and that these libraries have little incentive to change it, but that it has not impacted Maplewood Library as hard as some others, such as WG (WG paid SLCL approx. \$23,000 last year, while MA paid \$1,300, and in fact, when SLPL and St. Charles are factored in, has actually made money in some years). Donnelly does not yet know exactly how WG is going to leave the agreement or how that will affect patron usage at the other MLC libraries.

Donnelly reported from the City Department Head meeting that road repairs are planned for the neighborhood around the Library this summer. This will present major parking problems when the pool opens, but, on the bright side, plans include widening Lohmeyer at Bredell into an actual 2-way street.

AGENDA ITEM 7  
Committee Reports

Shoemaker distributed fliers for the McAlister's Fund-raiser on May 12, and plans were made to get them into the schools and area businesses. Donnelly said he would get the flier on the website and Facebook page, as well as distribute them in the Library.

AGENDA ITEM 8  
Unfinished Business

Signage

The Board discussed the designs for the lighted sign and selected the one they preferred. Donnelly said he would present the designs to Brian Hurr in Public Works to see which design (or revision thereof) would most likely pass the Design and Review Board, and then work with The Designery to get a final design workup and pricing. He noted that the Library has about \$15,000 left in the Construction Fund.

AGENDA ITEM 9  
New Business

Summer Reading Club

The Library would like to offer cash-off vouchers as some of the prizes for the Adult Summer Reading program. Since this involves revenue, a Board vote is required.

M/S/C (Harsh, Nithya) unanimously to authorize the Library to offer cash-off vouchers as Adult SRC prizes.

Budget, FY 15-16, Preliminary discussion

Since the March accountant's report was not available earlier, Donnelly was not able to present figures for a preliminary budget, but he discussed some issues that will impact it. He noted first of all that, based on the current figures through February, the Library is doing pretty well at maintaining the status quo. He pointed out some changes in purchasing habits and the resources the Library provides, for example, there is no Reference section anymore, and he will budget only a small amount for the rare standing orders he has not yet cancelled. He noted that the Library no longer buys any electronic databases on its own, but only uses those provided by Morenet as part of their membership or owned jointly by the MLC, consequently, there is no figure for electronic databases in the Reference line item. He asked how the Board felt about eliminating or

drastically cutting back on the magazine subscriptions, most of which do not get enough use to really justify their cost, and noted that the Sunday New York Times alone costs around \$500 and is read by only a few people. He also reported that the MLC is exploring purchasing a new shared automation system. He doesn't know the price of that yet, but expects it to be around \$8,000.

He also addressed the declining numbers of the Library, and suggested ways to improve circulation:

- a. Double the number of DVDs purchased. This will require either buying new shelving or more shelves for the existing stacks, and security cases for the DVDs, because there isn't room to double-house the disks behind the desk anymore, if the number of DVDs increases greatly.
- b. Increase the number of downloadable books. This is actually part of the budget of the MLC, but it will also impact our budget for downloadable materials.
- c. Through statistical analysis of the collection, identify the areas in highest demand and target those, and not try to maintain a "balanced" collection. Also, buy multiple copies of high demand titles.

Donnelly will present a preliminary budget with line-item figures at the May meeting.

#### AGENDA ITEM 10

Motion to hold a Closed Session, if needed

A Closed Session was not needed.

#### AGENDA ITEM 11

##### Next Meeting Date

The next meeting of the Board will be on 5/20/15, at 7:00 p.m. in the Meeting Room.

#### AGENDA ITEM 12

##### Adjournment

The meeting adjourned at 8:00 p.m.

Kripanidhi Nithya  
Secretary

Tamara Durham  
President