

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

February 21, 2018

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

T. Alexander
T. Durham
J-E Hansen
J. Kremer
E. Loveless
K. Nithya
S. Shoemaker

Staff present:

T. Donnelly

A quorum was present and due notice had been given.

AGENDA ITEM 2
Approval of Minutes

M/S/C (Loveless, Shoemaker) unanimously to approve the minutes of the 1/17/18 meeting.

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 noted that the Collector reports that there are \$206,163 in protested taxes (\$175K in 2017); he expects the Library will eventually receive at least 65% of that (71% in 2017); combined with the \$368,422 already received and approximately \$6,000 more the Library is likely to receive by June, we should end up exceeding budgeted revenue by about \$4,000.

Donnelly asked what he should do about paying the Library's insurance bill, which he still has not received from the City. The Board directed him to take the amount of the last payment, multiply it by 4 (for the missed years, including 2018) and pay that to the City, asking them to bill us the difference.

M/S/C (Kremer, Durham) unanimously to accept the Treasurer's Report.

AGENDA ITEM 6
Librarian's Report

Donnelly presented the revised Monthly Statistics report, in which he has combined electronic circulation with physical item circulation. Donnelly also presented the Annual Report for 2017; this will also go to the State Librarian, City Council members and be put out for the public. He reported that he received a response from Lisa Wright, former auditor, regarding the disputed charge of \$500; he intends to go through the invoices, and is pretty certain she billed the Library twice. He noted that the trustee solicitation he put on the webpage yielded one interested party, whose name he passed on to City Hall. He has also sent more yearbooks to be digitized for the on-line collection. Donnelly noted that he closed the Library twice last month, once when the building lost water and once when it lost power. The Library also lost internet three times in a week, but did not close at those times. He said he has also received notice that the water company is replacing mains on Lohmeyer and all neighboring streets, with unknown consequences for parking or pedestrians. He stated that he has begun some cross-training of staff in various jobs he performs, to supplement the written instructions he has made.

AGENDA ITEM 7
Committee Reports

Fund-Raising Committee

Alexander appointed Durham, Hansen, Nithya and Shoemaker to the committee.

Shoemaker presented to Donnelly the proceeds from the Raising Canes fund-raiser, a check for \$34.83.

Director Evaluation

Donnelly was directed to present a self-evaluation of the past year and goals for the coming year to the Personnel Committee before the March meeting.

AGENDA ITEM 8
Unfinished Business

Mission Statement

The final revision of the Mission Statement was presented.

M/S/C (Durham, Loveless) unanimously to adopt the revised Mission Statement

Strategic Plan

The proposed Strategic Plan was examined again, and a line was added regarding balancing print and electronic resources.

M/S/C (Durham, Nithya) unanimously to adopt the Strategic Plan.

AGENDA ITEM 9

New Business

Donnelly said he would like to address the Meeting Room policy next, and noted that a copy is available on the website.

AGENDA ITEM 10

Motion to hold a Closed Session

A closed Session was not needed.

AGENDA ITEM 11

Next Meeting Date

The next meeting of the Board will be on 3/21/18, at 7:00 p.m. in the Meeting Room.

AGENDA ITEM 12

Adjournment

The meeting adjourned at 8:01 p.m.

Kripanidhi Nithya
Secretary

Tim Alexander
President