

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

January 16, 2019

The meeting was preceded by viewing a video from the ALA Trustee Training website.
The meeting was called to order at 7:12 p.m. Present were

T. Alexander
H. Benz
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 (Kremer, Loveless) unanimously to approve the minutes of the 11/14/18 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 presented the Accountant's Reports for October, November and December, 2018.

M/S/C (Alexander, Durham) unanimously to approve the Accountant's Reports.

AGENDA ITEM 6
Librarian's Report

Donnelly noted that the Library finished the year circulating 9560 more items in 2018 than 2017, and that other measures remain robust. He also noted that, in a conversation with Public Safety Officer, Brian Hurr, he discovered that the Library does not actually need to carry a preventative maintenance elevator contract, and we may want to drop it in the next budget year. This led to a discussion about major repairs and which items are the landlord's responsibility. Donnelly noted that a shelver has resigned and he has hired a new shelver; although she started in Dec, he set her starting salary at the new minimum wage of \$8.60. He discussed the new minimum wage law again, and noted that, as a governmental entity, the Library is not required to comply with the new wage law, and it was decided to form a committee at the next meeting to work on salary revisions before discussions on the next budget begin in earnest. Donnelly noted that he closed for snow 1/11 and 1/12, but not in Nov. He passed around an example of the new Playaway Launchpads the Library will begin circulating in February, and noted that the Library has gotten a Twitter account and will begin weekly Twitter blasts of coming events.

AGENDA ITEM 7
Committee Reports

There were no committee reports.

AGENDA ITEM 8
Unfinished Business

There was no unfinished business.

AGENDA ITEM 9
New Business

Budget Review, FY 18-19

The Board looked at the Accountant Report for December, 2018, and concluded that there are no reasons to make any adjustments to the budget at this time.

Fund-Raising Plans, 2019
Director's Evaluation

The Board realized that nobody has been appointed to any committees since the Bylaws were revised in November. Donnelly said he would put that item on next month's agenda, and these items were tabled to a later meeting.

Policy Review: Government and Organization

Donnelly noted that this policy contains information that is available in other policies, also information that doesn't seem like a policy, but just a description of the Library. He questioned who is the audience for this policy, and if it is actually needed at all. Benz suggested it could be moved to the "About the Library" section of the website. Kremer wondered if there is a list of required/suggested policies from the State Library. Donnelly said he would find it. The matter was tabled until a later meeting.

AGENDA ITEM 10

Motion to hold a Closed Session

A Closed Session was not required.

AGENDA ITEM 11

Next Meeting Date

The next meeting of the Board will be on 2/20/19, at 7:00 p.m. in the Meeting Room.

AGENDA ITEM 12

Adjournment

The meeting adjourned at 8:10 p.m.

Kripanidhi Nithya
Secretary

Suzanne Shoemaker
President