

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

March 16, 2016

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

T. Alexander  
T. Durham  
J. Harsh  
C. Hinderliter  
J. Kremer  
K. Nithya  
K. Noonan  
J. Schorr  
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 (Durham, Schorr) unanimously to approve the minutes of the 2/17/16 meeting.

AGENDA ITEM 3  
Public Comments

There were no public comments.

AGENDA ITEM 4  
Communications

Donnelly asked if anyone knew Patricia Dowling, originally of Maplewood, whose death notice from out of state he received in the mail recently. No one did, but he said he would add the clipping to the history archives.

Donnelly also circulated a thank you note from Forest Park Forever, to which he had sent a \$50 donation on the Board's behalf in memory of Ken Cohen.

AGENDA ITEM 5  
Treasurer's Report

Donnelly noted that this month's Accountant Report contains the revised budget figures.

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

#### AGENDA ITEM 6

##### Librarian's Report

Donnelly presented the statistics from the previous month. Reasons for the sudden drop in circulation figures after transition to Polaris were discussed, especially the fact that items sent to other MLC libraries are no longer counted as circulations at Maplewood.

Donnelly reported that progress has been made on library signage, now that the lighted sign has been dropped. Universal "library" signs have been installed outside the Library, the City has removed the vegetation from the central flower bed and will replace it with decorative stones, the City also intends to power wash the wall at the south edge of this bed and repaint the "Maplewood" letters, and Donnelly will have small floodlights installed to illuminate them at night. Donnelly also noted that he spoke to Shannon at The Designery and asked him to bill the Library for the design work his firm did, but he has not sent the figures yet. Alexander noted that the Library should take ownership of the design files after we have paid The Designery.

The City has also done work on patching the roof and tuckpointing some areas. Although there was less rain in the past month than before, there have been no leaks so far.

Donnelly is still working on getting usage figures from the wireless access points, which was complicated this past month first by a licensing renewal issue and then by a week-long outage following a power outage to the Library last week.

Donnelly explained that it will not be possible to make over the on-line PAC catalog to the extent that he had thought in order to make it into the homepage of the Library, since it is essentially shared with the other MLC libraries and customization options are limited. Instead, he is working on ways to incorporate as much of the information as possible from the homepage, especially events and programs, into the PAC, so that patrons will get essential messages from the Library regardless of which site they visit.

Finally, Donnelly reported that he has hired a new employee, Anne Arias, to the job of Circulation Clerk, at 9.25/hr. She will begin on Monday, April 4.

#### AGENDA ITEM 7

##### Committee Reports

##### Fund-Raising

Kremer reported that they sent out 160 letters soliciting donations to the Adult Summer Reading Program. To date, 2 replies have been received.

Shoemaker distributed fliers for the McAlister fund-raiser, scheduled for Tuesday, April 12. Donnelly noted that the flier is also available from the website. Durham will see to the distribution of the flier to MRH Schools.

AGENDA ITEM 8  
Unfinished Business

There was no unfinished business.

AGENDA ITEM 9  
New Business

Selection of Auditor

Two quotes were received to do the FY 2016 audit. Both included 3 year renewal options. A third quote was solicited but never received.

Schowalter & Jabouri: \$12,400 for FY 2016, 2017 and 2018  
Fick, Eggemeyer & Williamson: \$6000 for FY2016, \$6250 for 2017 and \$6500 for 2018

M/S/C (Noonan, Shoemaker) unanimously to accept the bid of Fick, Eggemeyer and Williamson, for all 3 years.

Director Evaluation

A self-evaluation by Donnelly was distributed to the Board, whose members were instructed to take it home and read it, and direct any comments or additions to J. Harsh, for presentation and discussion at the April meeting.

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 4/20/16, at 7:00 p.m. in the Meeting Room.

AGENDA ITEM 12  
Adjournment

The meeting adjourned at 7:48 p.m.

K. Nithya  
Secretary

J. Kremer  
President