

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

March 20, 2019

The meeting was preceded by a viewing of a Short Takes Trustee training video, and was called to order at 7:10 p.m. Present were

T. Alexander
H. Benz
J-E Hansen
J. Kremer
E. Loveless
K. Nithya
A. Patiño
S. Shoemaker

Staff present:

T. Donnelly

A quorum was present and due notice had been given.

Before the agenda items were addressed, Donnelly presented President Shoemaker with a letter stating his intention to retire, effective 10/31/19.

AGENDA ITEM 2
Approval of Minutes

M/S/C (Kremer, Patiño) unanimously to approve the minutes of the 2/20/19 meeting.

AGENDA ITEM 3
Public Comments

There were no public comments.

AGENDA ITEM 4
Communications

Donnelly noted that he received word of an organization that has been disrupting several library meetings around the state, and recommended that the Board put in place a few procedures to manage public comments. It was agreed that all public comments must be addressed to the Board from the podium.

M/S/C (Alexander, Loveless) unanimously to establish a time limit of 5 minutes per person per meeting, and to add this time limit to the appropriate section of the Bylaws dealing with the order of meetings.

AGENDA ITEM 5
Treasurer's Report

Donnelly noted that the Library received \$9,000 in revenue in February, which is a little more than usual.

M/S/C (Alexander, Kremer) unanimously to accept the Treasurer's Report for Feb., 2019.

AGENDA ITEM 6
Librarian's Report

Donnelly noted that B. Patten is back from her leave, also that he has replaced a shelver, but that one of the Library Clerks is resigning, effective next Saturday. He intends to replace him. He reported that the program on Archer Alexander on 2/28/19 was very well attended, with 55 participants, so it was a good thing they moved it to the City Council Chamber. He stated that he took the Government and Organization policy out of the policy list, rewrote it slightly, and placed it back as a link in the About the Library page, per Board decision last month. Donnelly indicated that several repairs were required in the past month: the wiring of one of the new CCTV cameras broke, but since this was under warranty the repair was free of charge; later another CCTV camera broke and had to be replaced, and since this is an original camera, there was a fee of \$1,000 for parts and labor; the timer that controls the exhaust fans broke and had to be replaced, cost for that unknown at this time; the toilet in the upstairs Men's Room was badly clogged and the plumber noted that one thing that made the repair more difficult was that it is difficult to access the testing junction in the wall behind the toilets and recommended installing a panel to make access easier; finally, the recessed light fixtures in the central triangular outside bed are both broken because it turns out that the decorative rocks put there make the glass covers too susceptible to damage (this area is sufficiently lighted by the floodlights installed last year). On the positive side, the elevator was finally inspected, and Donnelly has talked with the Public Safety officer about how to drop the contract with Schindler.

The Board approved by common consent dropping the elevator contract with Schindler and having the recessed fixtures removed from the central outside plaza bed.

AGENDA ITEM 7
Committee Reports

The Fund-raising subcommittee discussed plans for a personal appeal to local businesses for Summer Reading club prizes and a "dine out" fundraiser at California Pizza Kitchen in May or June.

AGENDA ITEM 8
Unfinished Business

There was no unfinished business.

AGENDA ITEM 9

New Business

Bids were examined from Fick, Eggemeyer & Williamson (\$6,500), Schowalter and Jabouri (\$8,000) and Daniel Jones & Assoc (\$8,560) for audit services for the next 3 years.

M/S/C (Hansen, Patiño) unanimously to accept the bid of F.E.W. for the 2019, 2020 and 2021 audits.

AGENDA ITEM 10

M/S/C (Loveless, Benz) unanimously to hold a Closed Session, to discuss personnel matters under Section 610.021(13)RSMO at 7:56pm.

Closed Session was ended at 8:21 pm

AGENDA ITEM 11

Next Meeting Date

The next meeting of the Board will be on 4/17/19, at 7:00 p.m. in the Meeting Room. Shoemaker will not be in attendance, so V-P Hansen will preside.

AGENDA ITEM 12

Adjournment

The meeting adjourned at 8:25 p.m.

Kripanidhi Nithya
Secretary

Suzanne Shoemaker
President