

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

September 20, 2017

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

T. Alexander  
T. Durham  
J. Hansen  
J. Kremer  
J. Krueger  
E. Loveless  
K. Nithya  
J. Schorr

Staff present:

T. Donnelly

A quorum was present and due notice had been given.

AGENDA ITEM 2  
Approval of Minutes

It was noted that the minutes show the Library as being in “St. Louis”, and that the date of the next meeting was incorrectly given as “9/16/17”.

M/S/C (Durham, Krueger) unanimously to approve the minutes of the 8/16/17 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 noted that the June financial report represents the end of the fiscal year, and shows the Library with a surplus of \$36,343; which amply provides for the \$15,500 from Unrestricted Reserves in this year’s budget. He noted that the Library paid \$1,271.25 to

St. Louis County for reciprocity costs. Considering the July and August reports, Donnelly notes that no tax revenue is shown either month because the Library has a deficit with the County Collector of \$4,608, for protested taxes that were decided in favor of the payee, and this offset the actual collected revenue due to the Library. He has never seen this before. This should not impact tax revenue for the year too much, but the Board can verify this at the budget review in January. He noted that, in Ac 505, the annual bills to MALA (delivery) and MOREnet (Internet) have been paid, and both were less than budgeted (\$11,362 actual cost vs \$17,601 budgeted), since the State did continue its subsidy of these services. He also noted that the August report shows the cost of the study carrels, \$1,543, which were less than budgeted (\$1,800). He has also replaced the upstairs computer chairs, also under budget, and that will appear on next month's report.

M/S/C (Kremer, Loveless) unanimously to accept the Treasurer's Reports for June, July and August.

Alexander and Hansen asked about adding some new columns to the financial reports, showing the budget expressed as an average monthly cost, and the expense figures for the same month last year. Donnelly said he would do so.

#### AGENDA ITEM 6 Librarian's Report

Donnelly reported that the City has an ordinance forbidding weapons of any kind on municipal property, which covers the Library, so he has gotten a sign from the City and put it in the front door. He has had no luck finding another landscaping bid to re-do the plaza, and suggests that the Trustees abandon that project. The lights don't look bad, they just don't work, and he is looking for a good groundcover plant for the side flowerbeds, which could probably go into the central flower bed and provide a planted area without the fear of the plants obscuring the sign. He suggests the Board think about closing the Construction Account, currently at \$1,203, and move the money to the General Fund, since the bank is charging \$1 a month for a paper fee. He noted that Children's Librarian, Barb Patten, has started a kid's yoga storytime, with yoga instructor Michaela Turner, and it has been very well received.

The Missouri Library Association is meeting in St. Louis in October. Donnelly is attending, and will deliver a report on the conference in October. Donnelly reported that the yearbooks he sent off to be digitized have been returned and the digitized copies uploaded to the Library's history archive; the link is on the homepage. He also stated that the annual audit has been completed and the auditor's report will be given as soon as possible, probably the October meeting.

Donnelly had some figures from the summer reading clubs:

- Juvenile club: 193 sign-ups, 139 completions
- Teen club: 234 sign-ups, 175 completions
- Adult club: 170 signed up and completed

He noted that they have made a few changes recently to cope with the number of children coming to the Library after school, most of whom are not there to do quiet work. The space cannot accommodate the numbers of children who have been coming in, and their noise and movement disrupt library operations. He has removed the furniture from the foyers and gotten stricter about loitering in the foyers and on the plaza. In addition, the Library staff and monitors are more proactive about suggesting that those who do not have library-appropriate work to do either leave the Library or not come in at all.

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

Tax Rates for 2017

Donnelly noted that he has received the post-Board of Adjustment valuations from the County Assessor, and the rates presented at the Public Hearing changed a little. He pointed out that the Debt Service rate, in particular has gone from \$0.151 to \$0.122, thanks to the bond refinancing in February.

A Resolution was introduced by Jonathan Krueger setting the tax rates for 2017 for the General Fund at \$0.248 for residential property, \$0.289 for commercial property, \$0.302 for personal property, and at \$0.122 for all classes of property for the Debt Service Fund. The Resolution was unanimously approved.

Appointments to Standing Committees

Alexander made the following appointments to the Standing Committees:

Personnel: Alexander, Kremer, Loveless

Public Relations: Alexander, Durham, Hansen, Krueger, Nithya, Shoemaker, Schorr

It was noted that the Fundraising Committee is a subcommittee of Public Relations, but no specific appointments were made at this time.

Donnelly said he would like to begin revising the Board policies, and suggested starting with the Mission Statement. He will send the Trustees some mission statements from other libraries, and we will take it up at the next 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 10/18/17, at 7:00 p.m. in the Meeting Room.

AGENDA ITEM 12

Adjournment

The meeting adjourned at 8:00 p.m.

Kripanidhi Nithya  
Secretary

Tim Alexander  
President