

MAPLEWOOD PUBLIC LIBRARY
7550 Lohmeyer Maplewood, MO 63143

Wednesday, January 20, 2021

The meeting was called to order at 7:01pm. Present via Zoom video conferencing were:

T. Alexander
H. Benz
M. Brenner
J-E. Hansen
C. Hinderliter
J. Kremer
E. Loveless
K. Nithya

Staff present via Zoom video conferencing:

Director, A. Bryant

Guests present via Zoom video conferencing:

Nancy Finke, MLIS student

A quorum was present and due notice had been given.

AGENDA ITEM 2 Approval of minutes

M/S/C (C. Hinderliter, J. Kremer) unanimously to approve the minutes of the November 18, 2020 meeting.

AGENDA ITEM 3 Public comments

There were no public comments. A. Bryant took this time to introduce N. Finke, an MLIS student who is completing her practicum at the Library.

AGENDA ITEM 4 Communications

There were no communications.

AGENDA ITEM 5 Treasurer's report

All were in agreement that the formatting changes made by the accountant helped with the legibility of the report.

M/S/C (J. Kremer, M. Brenner) unanimously to approve the November 2020 and December 2020 Treasurer's reports.

AGENDA ITEM 6 Librarian's report

A. Bryant presented the Librarian's report. Updates in services including tax preparation and a new MLC app were discussed, as well as the possibility of staff getting the COVID-19 vaccine and/or the Library acting as a vaccination site. A. Bryant also shared information regarding what tasks staff are performing when working from home.

AGENDA ITEM 7 Committee reports

Building and Grounds: A. Bryant reviewed follow-up email from Hardy Engineers. She reported that they have not yet provided an assessment of bids. T. Alexander would like the Committee to begin comparing ongoing maintenance and one-time repair costs to average occupancy costs for a different building. J. Kremer recommended speaking to a commercial real estate agent, and many were in agreement. C. Hinderliter will assist with facilitating conversation and asking appropriate questions, but will not be recommending agents to avoid a conflict of interest. A. Bryant will work on setting up a meeting, and all Board members are encouraged to submit questions.

Personnel: C. Hinderliter confirmed that plans for Director evaluation have begun. H. Benz suggested adding a Director Evaluation Policy to the Board Policy Manual. A. Bryant will set up a joint meeting of the Personnel and Policy Committees to begin work on this.

AGENDA ITEM 8 Unfinished business

COVID-19 hours and services: No update beyond what was shared in Librarian's report.

AGENDA ITEM 9 New business

Review/revise current budget: The budget is on track and it was agreed that revisions are not necessary.

Solicit bids for auditor: As Board and Director are pleased with current auditor, A. Bryant will research if soliciting bids is required. If not, all are in agreement to continue working with Fick, Eggemeyer, and Williamson.

Set fundraising goals and strategies for year: It was decided that fundraising during a pandemic will not be constructive. J-E. Hansen will work towards re-building a Friends of the Library group, and this will be visited again at the June meeting.

AGENDA ITEM 10 Motion to hold a closed session

A Closed Session was not required.

The meeting adjourned at 8:13pm. M/S/C (T. Alexander, C. Hinderliter)

Respectfully submitted by A. Bryant 1/21/2021

Reviewed and approved by C. Hinderliter, Board Secretary xx/xx/2021