

Meeting minutes of the Board of Trustees for the University City Public Library for  
**May 11, 2022**

Members present: Helen Nelling, Aren Ginsberg, Jerrold Lander, Kathleen Simpson, Cindy Zirwes, Edmund Acosta, Joan Greco-Cohen, Mark Barnes

City Council Liaison: Stacy Clay

Members of the Public: Frank Ollendorff

Library Staff: Patrick Wall—Director, Kerry Bruce

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The meeting was held online due to the COVID-19 (novel coronavirus) pandemic. Board members and staff participated via Zoom, and the meeting was livestreamed for the public via the Library's Facebook page and YouTube channel.

The meeting was called to order at 5:15pm by Helen Nelling, President, following roll call.

Public Comment – Frank Ollendorff spoke about the final planning stage for the city hall annex, including the restoration of the exterior and the complete modernization of the interior for a state-of-the-art police station. He provided the plan from Trivers, of the civic plaza, including a new secured parking area for police and city officials. He voices his concerns for how this will affect the library, with the move of public parking spaces to the far end of the civic plaza. Library board members can voice their approval or protest for the plan at the final public meeting next Tuesday at 6pm.

Minutes – Aren Ginsberg made a motion that the minutes from the April 13, 2022 meeting be approved, Joan Greco-Cohen seconded. The minutes were approved by voice vote at 5:41pm.

Correspondence – Kathleen Gallagher wrote a card thanking everyone for her time at the library. The Novosel family thanked the library as they move away from the area. Sunshine Law request from the International Union of Painters and Allied Trades on behalf of the glaziers, for copies of all certified payroll information – the library is in the process of responding to the request.

Council Liaison Report – Stacy Clay invited members to the informational session regarding civic plaza plans. Council actions – 3<sup>rd</sup> ward revitalization task force - \$10mill from Costco development is going to 3<sup>rd</sup> ward, and those residents should be able to have a voice in how that money is spent. Hotel project about a year from breaking ground. The Costco development is scheduled for completion by October.

Librarian's Report – A lot happening with personnel – Kerry Bruce is assistant director, several new staff starting soon, posting open for youth services summer reading position. MLC libraries have added bicycle repair stations, and we'd like to consider adding one – the board agrees that it would be of interest to the community. Building & grounds will discuss after construction project.

Discussion Items – Waiting to hear back from RG Ross to schedule punch list for phase I. Reaching substantial completion for Phase IIa (demolition), but waiting to hear about kitchen demo and options from Bond. Awaiting permits from City Hall to begin construction. Building & Grounds committee notes leaks needing attention by RG Ross.

## Action Items

*Election of Officers.* Current slate of officers – Helen Nelling as President, Jerrold Lander as Vice President, Cindy Zirwes as Secretary, and Aren Ginsberg as Treasurer – has agreed to stand for election for a second year barring nominations from the floor for new officers. Joan Greco-Cohen made a motion to re-elect the slate, seconded by Edmund Acosta. Ayes: Edmund Acosta, Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nays: none. Helen thanks the board for their confidence.

*Credit card holders.* Historically assistant director and department heads are given credit cards. New cards needed with staffing changes – Kerry Bruce and Kara Krekeler. Jerrold asked who has oversight for the credit cards – Patrick and Cindy Deichmann (for Patrick's card, Cindy Deichmann and Aren Ginsberg as chair of Budget & Finance.) Jerrold Lander made a motion to approve, seconded by Aren Ginsberg. Ayes: Edmund Acosta, Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nays: none.

*Part-time position.* Addition of part-time position for building – reviewed by personnel & policy committee – fits within current budget. Two building staff have been/will be out for health reasons, and in gearing up to move back to 6701, and have future cleaning (instead of janitorial service). Aren Ginsberg made a motion to approve creation of the new position, seconded by Joan Greco-Cohen. Ayes: Edmund Acosta, Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nays: none.

*Budget amendments.* Aren Ginsberg shared bottom line for third quarter budget amendments – total increase in revenue: \$49,293, increase in expenses: \$27,785, \$21,508 overall increase. Jerrold Lander made a motion to accept the amendments, seconded by Edmund Acosta. Ayes: Edmund Acosta, Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nays: none.

*Payment request from Midwest Service Group.* Payment for abatement, including change order amounts. Total amount \$62,595. Motion made by Aren Ginsberg to approve payment of invoice, assuming compliance with MO prevailing wage laws, seconded by Joan Greco-Cohen. Ayes: Edmund Acosta, Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nays: none.

*Payment request from Raineri.* Reviewed by Budget & Finance committee. Aren Ginsberg made motion to approve both payments, totalling \$137,675.70, seconded by Joan Greco-Cohen. Ayes: Edmund Acosta, Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nays: none.

Special Note by Patrick – Helen Nelling and Joan Greco-Cohen current terms are both ending, but both are eligible to continue (Helen's second term, and Joan's third and last term). Edmund's last meeting is next month and we thank him so much for his service.

President's Report – Helen will reach out about new committee assignments and committee chair appointments. Helen suggests we continue the tradition of no summer meetings, barring special meetings as needed to approve payment of large bills.

## Committee Reports

Long-Range Planning – Edmund will send out next week information for each board member six priority areas for members, and words and phrases from other libraries’ mission statements, in solicitation for members to offer their thoughts re: our new long-range plan.

Personnel & Policy – Cindy thanked members for evaluations for Patrick. Closed meeting for June meeting to make recommendation for director’s salary based on recent evaluation.

Budget & Finance – Third quarter budget amendments and bills.

Building & Grounds – Construction updates covered during discussion.

The next regularly scheduled Board meeting will be Wednesday, June 8, 2022, at 5:15pm. Subcommittee members agree at Helen’s request that Budget & Finance and Building & Grounds meet on Monday, June 6 at the same scheduled time, instead of June 8.

Old Business – none

New Business – none

Meeting adjourned.