

Meeting minutes of the Board of Trustees for the University City Public Library for  
**June 14, 2023**

Members present: Cindy Zirwes, Aren Ginsberg, Kim Deitzler, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson.

Members absent: Mark Barnes, Jerrold Lander

City Council Liaison: Stacy Clay (not present)

Library staff: Patrick Wall—Director, Kerry Bruce, Cindy Deichmann

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The meeting was held in hybrid format. Some board members and staff participated via Zoom.

The meeting was called to order at 5:15 pm by Cindy Zirwes, President, following roll call. LaTrice Johnson joined at 5:20 pm.

Minutes – Aren Ginsberg made a motion that the minutes from the meeting on May 10, 2023 be approved, seconded by Kathleen Simpson. Motion passed at 5:17 pm by roll call vote.

Correspondence – The library has received donations in memory of George Pepe.

President's Report – Cindy Zirwes thanked LaTrice Johnson for her 10 years of service. All Board members who can attend the soft opening at 9 am on Monday June 26 should do so.

#### Committee Reports

Budget & Finance – Jerrold Lander is now chair. Committee approved paying RG Ross, Raineri, and MBI invoices as presented. Committee recommends approval of revised budget, now including grant estimates.

Building & Grounds – Aren Ginsberg is now chair. Committee approved paying RG Ross, Raineri, and MBI invoices as presented.

Long-Range Planning – Mark Barnes remains chair. No report in his absence.

Personnel & Policy – Helen Nelling is now chair. No report; join her at the parking lot door at 9 am on June 26 for the soft open.

Librarian's Report – Helen Nelling made a motion to accept the consent agenda, seconded by Aren Ginsberg. The motion was approved by roll call vote at 5:27 pm. Aye votes: Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Merideth Johnson at the State Library has revealed funding for phase II of Lifetime Arts program, which the library will look into for funding the gallery and makerspace. The Municipal Library Consortium is likely to join Missouri Evergreen, which will allow resource sharing with many other Missouri libraries outside of the MLC. Patrick Wall explained the concept of a story walk.

#### Discussion Items

- *Building project.* Discussion of project status, including lack of a timeline for the elevator replacement.
- *Trustee email addresses.* Discussion of having the [trustee@ucitylibrary.org](mailto:trustee@ucitylibrary.org) address forward directly to members of the board, rather than to the director and the office manager.

#### Action Items

*Payment request from RG Ross.* Helen Nelling made a motion to approve payment of \$28,420.62 to RG Ross, \$280,166.46 to Raineri, and \$23,308.00 to Modern Business Interiors, seconded by Aren Ginsberg. The motion was approved by roll call vote at 5:45 pm. Aye votes: Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

*Payment request from Raineri.* See RG Ross action item above for vote. The Raineri payment will come out of budget line 8130, Flood Mitigation.

*Resolution regarding conflicts of interest.* This agenda item was tabled until the July 12, 2023 meeting.

*Payment to MBI.* See RG Ross action item above for vote.

*Endcap change order from Raineri.* Kim Deitzler made a motion to approve the proposed change order 66 CF90 in the amount of \$30,370.00 for bookshelf endcaps, seconded by Helen Nelling. The motion was approved by roll call vote at

5:47 pm. Aye votes: Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none. Payment will come out of budget line 8130, Flood Mitigation.

*Shelving proposal from Bradford Systems.* Aren Ginsberg made a motion to approve the shelving proposal of \$44,456.00 from Bradford Systems, seconded by Kathleen Simpson. The motion was approved by roll call vote at 5:50 pm. Aye votes: Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

*Policy changes.* Changes to the following policies were recommended by UCPL's lawyers, Lashly & Baer: Bylaws regarding the procedure to go into executive session for compliance with the state Sunshine Law; and materials selection, the rules of service, and the request for consideration form to ensure compliance with 15 CSR 30-200.015, the Secretary of State's rule. Helen Nelling made a motion to accept the policy changes, seconded by Aren Ginsberg. After further discussion, Helen Nelling made an amended motion to accept the rules of service changes with the addition of sending a letter to the parents of any 17-year-old signing up for a library card, seconded by Aren Ginsberg. The amended motion was approved by roll call vote at 6:06 pm. Aye votes: Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

*2023-2024 budget with adjusted pay grades.* Helen Nelling made a motion to accept the revised 2023-2024 budget, seconded by Aren Ginsberg. The motion was approved by roll call vote at 6:08 pm. Aye votes: Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

New Business – There will be a Zoom special meeting on July 12, 2023. St. Louis County is asking for a temporary construction easement that will affect the library parking lot entrance onto Kingsland while it is being resurfaced, which will not require board approval.

Public comment – None.

The next regularly scheduled Board meeting will be Wednesday, September 27, 2023, at 5:15 pm.

There being no further business, the meeting was adjourned at 6:12 pm.