

Meeting minutes of the Board of Trustees for the University City Public Library for
November 8, 2023

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

Members absent: None.

City Council Liaison: Stacy Clay (not present)

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

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

The meeting was called to order at 5:16 pm by Cindy Zirwes, President, followed by roll call.

Minutes – Aren Ginsberg made a motion that the minutes from the meeting on October 11, 2023, be approved, seconded by Helen Nelling. Motion passed via roll call vote at 5:17 pm.

Correspondence – Circle in the Square quilters sent a card thanking the library for hosting this year’s quilt show.

Council Liaison Report – None.

President’s Report – Cindy Zirwes reminded trustees to report in advance if they will miss a meeting. She thanked Aren Ginsberg for donating a white noise machine to counteract the loudness of the hand dryers in the public areas and congratulated the library staff for record circulation last month.

Committee Reports

Budget & Finance – County tax credit ordinance passed on November 1; the auditor certified the 2023 tax rates; budget amendment corrections will not affect overall budget.

Building & Grounds – All adult shelving is here, YS shelving to arrive next week. Target date for elevator repair to begin is November 20. Will begin planning re-opening celebration at December meeting for January event, depending on elevator. HVAC rewiring won’t affect warranty. Waiting on second bid for the security system.

Long-Range Planning – Will hold a meeting before the end of the year.

Personnel & Policy – Managerial and staff training by a lawyer will probably happen in January. A staff survey will be done in mid-2024, and the City’s staff survey results will be distributed to the Board. The committee will rework the “free and open to the public” wording in the Meeting Rooms policy.

Librarian’s Report – The Library is paying the yoga instructor; attendees can donate to the library if they wish, to avoid having money change hands for the classes themselves. Patrick Wall will investigate whether it is possible to attend the Historical Society dinner virtually and/or record the programming so that it is available for viewing at a later date. Regarding the reciprocal lending agreement between St Charles City-County Library and the MLC, patrons who object to a title must deal the individual library that owns it; they would not be able to file a challenge at UCPL for a book that St Charles owns but UCPL does not.

Helen Nelling made a motion to approve the consent agenda, seconded by Aren Ginsberg. Motion passed by roll call vote at 5:38 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Discussion Items – Bid for security system received from Philibert, waiting for Tech Electronics; will add panic buttons. Waiting to hear about stair polishing. YS shelving and replacement bathroom doors should be here by November 17. The library may need to close for 1-2 days for shelving rebuild.

Trustee training: Board members watched and discussed a short video, “Board meetings,” provided by United for Libraries. Onboarding process will be re-started when the new board member is appointed.

Action Items

Policy revisions to Appropriate Use of the Library; Photography, Video, and Audio Recording; Meeting Rooms; and Rules of Patron Behavior. After discussion of all four policies and possible future revisions, Helen Nelling made a motion to approve the revisions as presented, seconded by Aren Ginsberg. The motion was approved by roll call vote at 6:21 pm.

Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Fiscal Year 2023 budget amendments correction. Jerrold Lander made a motion to approve the correction as presented, seconded by Aren Ginsberg. The motion was approved by roll call vote at 6:22 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Old Business – None.

New Business – December 9 was chosen as the date for the Library’s holiday party. County Library system has pro bono lawyers available to the public—what kind of services do they offer?

Public comment – None.

The next regularly scheduled Board meeting will be Wednesday, December 13, 2023, at 5:15 pm.

There being no further business, the meeting was adjourned at 6:25 pm.