

Meeting minutes of the Board of Trustees for the University City Public Library for
March 13, 2024

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

Members absent: --

City Council Liaison: Stacy Clay

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 5:15 pm by Cindy Zirwes, President, followed by roll call. Mark Barnes arrived at 5:21 pm. Joan Greco-Cohen exited at 5:55 pm.

Minutes – Aren Ginsberg made a motion that the minutes from the meeting on February 14, 2024 be approved, seconded by Jerrold Lander. Motion passed at 5:17 pm.

Correspondence – The Library received donations in memory of Dorothy Miller. A patron called to express gratitude for assistance from reference librarian Addie Chow.

Council Liaison Report – The City will not hold summer camp this year while Centennial Commons is being repaired, but will next year, in partnership with the school district. The scope of the new police station project has changed to cut costs; it will be funded by certificates of participation, which can use multiple revenue streams for repayment, rather than a bond issue, which would be repaid from property taxes. Starbucks will be opening in the Costco development; Costco reports that business is twice what was projected.

President's Report – Reminders: Committee work will have extra reading; the Memorial Day Run is on May 27, and Board members should volunteer if possible; Board members should sign the ethics statement after the meeting, assuming it is passed.

Committee Reports

Budget & Finance – Met on March 13; discussed increase in insurance rates and draft budget. Recommended approving BOKF payment and selecting the Bradford Systems shelving proposal.

Building & Grounds – Met on March 13; recommended approving the Bradford Systems shelving proposal. Downstairs meeting rooms now have door locks, stairs were polished, Youth Services bathrooms are nearly ready. Still waiting to hear about elevator inspection.

Long-Range Planning – Met in February, will meet every other month. Plan is to address the Missouri Library Standards to reach “exemplary” by November, then survey the public.

Personnel & Policy – Met on March 12; recommended approving the policies presented in this meeting’s action item. Helen Nelling will attend the Library supervisor training with the lawyer from Lashly & Baer on March 14, then get slides to share with the rest of the Board.

Librarian's Report – Aren Ginsberg made a motion to approve the consent agenda, seconded by Helen Nelling. Motion passed by roll call vote at 5:52 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Dennis Hoppe, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

The Missouri House has two potential bills, HB 2498 and HB 2648, requiring public library boards to be elected. The less detailed bill, HB 2498, has passed out of committee.

Discussion Items

Building. First-floor meeting rooms now have physical keys; rooms will need to be rekeyed if keys are lost or stolen. Adding monitors to the meeting rooms is being investigated—the demountable walls may not be suitable for wall-mounted monitors. The Library is waiting to hear about a date for the elevator inspection.

Trustee training. Board members watched and discussed a short video, “Strategic Planning,” provided by United for Libraries.

Trustee emails. Emails will be sent tonight or tomorrow to test that email forwarding is set up properly for each trustee.

Action Items

Approval to pay BOKF invoice. Helen Nelling made a motion to approve payment of the invoice from BOKF in the amount of \$313,681.90, seconded by Aren Ginsberg. Motion passed by roll call vote at 6:03 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Dennis Hoppe, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Approval of shelf assembly proposal. Two proposals were received to assemble shelving: \$42,213 from MBI, and \$24,000 from Bradford Systems. Aren Ginsberg made a motion to approve the proposal from Bradford Systems, seconded by Mark Barnes. Motion passed by roll call vote at 6:04 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Dennis Hoppe, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Approval of ethics statement. Aren Ginsberg made a motion to approve the Public Library Trustee Ethics Statement by United for Libraries, seconded by Mark Barnes. Motion passed by roll call vote at 6:05 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Dennis Hoppe, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none. Board members will individually sign the statement after the meeting; those attending via Zoom will come into the Library in person to sign.

Approval of policies. Aren Ginsberg made a motion to approve the following lawyer-approved policies—Gaming; Personnel; Photography, Filming and Videography; and Public Communications with Board of Trustees--seconded by Helen Nelling. Motion passed by roll call vote at 6:09 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Dennis Hoppe, Jerrold Lander, Helen Nelling, Kathleen Simpson, and Cindy Zirwes. Nay votes: none.

Old Business – The new lighting for the handicapped parking spots is very effective.

New Business – Trustees should review the current mission statement so that a new version can be drafted.

Public comment – A patron indicated to library staff that he was going to file a “Freedom of Information Act” request for video footage of a disturbance inside the Library, but Patrick Wall has not received a request in writing. The request, if made, would fall under the Missouri Sunshine statute, not FOIA.

The next regularly scheduled Board meeting will be Wednesday, April 10, 2024, at 5:15 pm.

There being no further business, the meeting was adjourned at 6:10 pm.