

Meeting minutes of the Board of Trustees of the University City Public Library for
February 12, 2025

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

Members absent: none

City Council Liaison: absent

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; it is available for viewing on the Library's Facebook page and YouTube channel.

The meeting was called to order at 5:17 pm by Cindy Zirwes, President, followed by roll call.

Minutes – Jerrold Lander made a motion that the minutes from the meeting on January 8, 2025 be approved, seconded by Aren Ginsberg. Motion passed unanimously by roll call vote at 5:18 pm.

Correspondence – A patron complained about the shutdown of the downstairs women's room on Saturday February 1; Patrick Wall responded with a phone call and apology. A patron thanked Kim Deitzler for helpful reference desk staff on Saturdays. A patron who does work for University City but isn't an employee requested an ILL, which the Library will fill. Patrick Wall sent a thank you to the legislators the group met with on Library Advocacy Day.

President's Report – Cindy Zirwes reported on Library Advocacy Day in Jefferson City, which she and Kim Deitzler attended along with Patrick Wall and Kerry Bruce. She also welcomed new member Trish Winchell to the Board.

Committee Reports

Budget & Finance – Met February 12. Final state inspection of elevator will be February 16, committee recommends paying the final invoice ; recommends T-bond renewal ; County is behind in paying out tax income, due to complications from the inclement weather. City requires Library give \$118,000 to pension fund next week ; will request more notice from the City in future.

Building & Grounds – Met February 12. Getting estimates for patching roof leaks caused by bullets ; Friends donation received for Paul's Books shelving area ; recommends paying final elevator invoice.

Long-Range Planning – Will meet next month to discuss patron survey ; last one was conducted in 2018.

Personnel & Policy – Met February 11. Currently discussing cost-of-living increase, will probably have it next month ; working with Finance to review financial policies ; will organize employee survey soon ; cybersecurity policy will be discussed next month.

Librarian's Report – Helen Nelling made a motion to approve the consent agenda, seconded by Aren Ginsberg. Motion passed unanimously by roll call vote at 5:45 pm.

Discussion Items – Building and budget issues were discussed during committee reports.

Action Items.

Payment of Century Elevator invoice. Aren Ginsberg made a motion to approve payment of the final Century Elevator invoice totaling \$26,248.00, seconded by Jerrold Lander. Motion passed by roll call vote at 5:45 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Dennis Hoppe, Jerrold Lander, Helen Nelling, Trish Winchell, Cindy Zirwes. Nay votes: none.

Cybersecurity policy approval. Consideration of this policy was tabled until the March meeting.

Investment instrument. Jerrold Lander made a motion to approve reinvestment into a 3-month T-bill, seconded by Aren Ginsberg. Motion passed by roll call vote at 5:48 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Dennis Hoppe, Jerrold Lander, Helen Nelling, Trish Winchell, Cindy Zirwes. Nay votes: none.

Helen Nelling made a motion to no longer require monthly approval by the entire Board for the monthly reinvestment, only approval by the Budget & Finance committee, seconded by Aren Ginsberg. Motion passed by roll call vote at 5:50 pm. Aye votes: Mark Barnes, Kim Deitzler, Aren Ginsberg, Joan Greco-Cohen, Dennis Hoppe, Jerrold Lander, Helen Nelling, Trish Winchell, Cindy Zirwes. Nay votes: none.

Old business – Roster of Board members, including dates of individual terms, is listed on p. 6 of this month's packet.

New business – None.

Public comment – None received.

The next regularly scheduled Board meeting will be Wednesday, March 12, 2025, at 5:15 pm.

There being no further business, the meeting was adjourned at 5:54 pm.