

Minutes

For the Jan. 27, 2020 Meeting
of the
Washington Public Library Board of Trustees
6:00 PM
Library Meeting Room

Present: Katie Schonaerts, Diane Lick, Jeff Holtmeier, Barb Volmert, Leanne Gisburne, and Nelson Appell

Not present: Katie Dieckhaus and Leon Hove

Also Present: Gretchen Pettet and Greg Skornia – City Council

Also Present: Patti Frick – Friends of Library

Vice President Jeff Holtmeier called the meeting to order at 6:10 pm

Pledge of Allegiance

Jeff Holtmeier made a motion to approve the agenda. Barb Volmert seconded. Motion passed.

Barb Volmert made a motion to approve the November minutes as amended – correcting the date of the approval of the October minutes and correcting spelling of Barbara's last name. Leanne Gisburne seconded. Motion passed.

Friends of the Library report – Patti Frick

Friends have a flier on upcoming speaker series. The Friends book sale in the lobby generated \$6000 last year – approx. \$500 a month.

Library Director Report – Nelson Appell

- House Bill 2044 and MLA Response
 - *The Missouri Library Association is aware of and monitoring Missouri House Bill 2044 (known as the “Parental Oversight of Public Libraries Act”) and any other legislation that has an impact on libraries. The Missouri Library Association will always stand against censorship and for the freedom to read, and therefore opposes Missouri House Bill 2044.*
 - The Missouri Library Association is committed to supporting all types of libraries. MLA exists to support the mission, vision, and values of those libraries, which connect their communities to vital resources. We support the American Library Association’s Library Bill of Rights and Freedom to Read Statement. Public libraries exist to provide equitable access to information to all of its users, as it is key to having an informed populace. Public libraries already have procedures in place to assist patrons in protecting their own children while not infringing upon the rights of other patrons or restricting materials. Missouri Library Association will always oppose legislation that infringes on these rights.*

Cynthia Dudenhoffer
President, Missouri Library Association.

- Staffing – Circulation Manager is filled by Peggy Warden. Moving to fill vacant circulation clerk position.
- Collection Development
 - Weeding is now a year-round process with dedicated employees
 - Revitalizing the children's Boards books
 - Revitalizing the Storybook Friends section
 - Friends of the Library have committed \$5,000
- Technology
 - New Server/ Public PC / Internet
 - NOC is trying to solve the printing problem on the PC's. Full installation of all PC's is waiting for a solution.
 - Online self-pay is also waiting for the solution.
 - Age-protected Holds
 - Have been in weekly contact for 2 months. Equinox has informed us a solution falls outside of standard scope and will require payment. We have asked for an estimate.
 - eRates - Federal Form 470 is submitted. This form must stay open 28 days for vendors to respond. After the 28 days, the library will review responses.
- November-December programs of note
 - Wordsmiths Book Release Party (50+)
 - Turkey Bingo (60)
 - Dino Stomp (200)
 - Glow in the Dark Storytime (48)
- Upcoming Programs
 - Forest Park Owls: Hiding in Plain Sight with Mark Glenshaw, Tues Feb 4, 6:30 pm
 - Teen Trivia Night, "Love Stinks", Fri Feb 7 6:30-8:00 PM
 - Great Decisions (Wednesdays Feb 5 to March 25 from 1-2 pm)
 - Mindfulness 101 (Thurs Feb 25, 6:30 pm)
 - The Blu Room (Light & Sound Therapy) Tuesday March 24 6:30 pm
 - Family Reading Night @ Washington Middle School – Friday March 6, 5:30-8:00 pm
 - Ruth is coordinating the crafting area.
 - Nelson will be participating in the reading rooms/sketching area, the exact details to still be worked out.
- Training
 - March 11 Library Advocacy Day – Kim and Nelson to attend
 - April 2nd Youth "Unconference" at SRL Union – Jessica and Peggy to attend
 - April 16 – 17, New Director's Boot Camp – Nelson to attend
- March 16 PEO presentation and introduction
- May 1 Friends of the Library present, Director's Vision

- Would like to incorporate the Velma Jones Stroetker Library Service Award last awarded in 2014

Unfinished Business:

Partnership with Local Schools

There are two proposals to consider.

1. Washington West –request from librarian to have access to our system to provide more books to their students. Nelson has been in touch with the WSD administration and both parties are ok with moving forward with this request. We will monitor and see what it looks like as far as the process and any loss. It will require us to change our policy on institutional cards from 2-week check out to 6-week check out. WSD would be responsibly for any loss on books/ materials

Diane Lick made a motion to move forward with the partnership to work with the local schools to check out books. Barb Volmert second. Motion passed.

2. Washington High – request to partner with us on E-book access. WSD will work to obtain parental signatures on a form for access this year. Next year, they (WSD) will include an item on their registration form for parental approval for access to our library materials. Nelson and the district will review how Union Schools partnered with Scenic on a similar packet. This would be sent home at the beginning of the school year.

Strategic Planning

The committee will include: Leanne Gisburne, Jeff Holtmeier and Katie Dieckhaus – Nelson will attend as well. Barbara Volmert will join the committee too.

An email will be sent to the committee with a goal to establish a meeting date.

New Business:

Nelson shared there are HVAC issues with the building. City Administrator Darren Lamb is contacting CTS to help with analysis. There is a need to replace Condenser and the Fan Unit. The approximate cost is \$10,000.

The fix may be temporary as at some point the entire system may need to be replaced. Jeff Holtmeier encouraged Nelson to work with the City to check in periodically on the estimates for the repairs, so we can continue to monitor the estimates, etc.

The company who is performing the repair work is not the same as to who installed the system.

Diane Lick made a motion to approve transfer of money from Development Funds for emergency repairs for HVAC system. Leanne Gisburne seconded. Motion passed.

No public vote for closed session.

Barbara Volmert made a motion to adjourn. Diane Lick seconded. Motion passed. Meeting adjourned at 6:48 p.m.

Next Meeting – Feb. 24, 2020