

**Brentwood Public Library
Board of Trustees Meeting
February 13, 2024**

CALL TO ORDER - ROLL CALL FOR QUORUM

President Wright called the meeting to order at 7:00 p.m. Board members present were Ed Wright (President), Kathy Ryan (Vice-President), Lori Ashmore-Ruppel (Secretary), J. Jeanatte Oesterly (Treasurer), Mary Stevens, Beth Miller Erman, Laura McAllister, and Kelsey Burkemper. A quorum was present. Also present was Gina Gibbons, Library Director and ex-officio Garry Truman. A. BoClair-Jones was absent due to illness.

The library welcomes a new board member, Mary Stevens, from Ward 1.

ACCEPTANCE OF AGENDA

A motion to accept the agenda as submitted was made by B. Miller Erman and seconded by J. Oesterly. All vote aye.

APPROVAL OF MINUTES

A motion to approve the minutes of the January 16, 2023, meeting was made by L. Ashmore-Ruppel and seconded by K. Ryan. All voted aye.

PUBLIC COMMENTS

Two guests at the meeting were Garry Truman and Joanne Sivier. Both are members of the group "Friends of the Brentwood Public Library," created to advocate for Prop L on the April ballot. G. Truman serves as the president, and J. Sivier serves as the Treasurer.

ALDERMANIC REPORT

Alderman Brandon Wegge was at a Ward 2 meeting. He is an enthusiastic supporter of the library.

LIBRARY DIRECTOR'S REPORT

The Overdrive/Libby checkouts hit 20,000 this January. Migration to Missouri Evergreen will begin in October 2024. The Winter Reading Club had 134 participants of all ages, with 107 completing the challenge (80% completion rate). The library is working with Brentwood Parks and Rec to cover the cost of the Red and Black Brass band to play at the Summer Reading Kickoff party at Brentwood Park. There have been changes in library staff. Asha has accepted a part-time professional role for the St. Louis County Library but will stay on part-time for now. Caitlin will now be a full-time employee at the library. A part-time job has been posted. After waiting many months for the new tiles, the damaged carpet around the bathroom has been replaced. The library created a dragon display for the Chinese New Year/Lunar New Year.

OLD BUSINESS

2024 Goals - E. Wright and L. Ashmore-Ruppel propose the following three goals:

- Continue to strengthen relationships with the Brentwood community
- Create a strategic plan around the new library location
- Advocate proactively for public libraries

A motion to adopt these as 2024 goals was moved by J. Oesterly and seconded by B. Miller Erman. All vote aye.

Assign subcommittees - E. Wright will send out the goals, and everyone can respond with their preferred subcommittee.

Communications Committee - Thanks to the Friends of the Brentwood Library members for their support and work for the library. G. Gibbons, E. Wright, and B. Miller Erman have been presenting at Ward meetings and PTO meetings to get the word out about Prop L. The reaction has been mostly positive. The people attending these meetings will be informed, vote, and tell their neighbors, so the meetings are worth the time. The committee will send out a sign-up sheet for the board members to volunteer to attend the meetings. Arcturis is making larger renderings and creating a plan for easels that would be easy to transport. The question of offering materials at the Parent Teacher Conferences was brought up, but the library needs to ask Superintendent Lane if it would be okay.

Campaign Committee - J. Sivier reported that the group has a tax ID number, MO ethics committee ID, and bank account. The organization is set up as the advocacy group for Prop L. The organization is creating a plan and yard signs. Any donations can be sent to J. Sivier, and checks must be made out to "Friends of the Brentwood Library." A Venmo account will be set up soon. There is also an email address where people can contact them to get involved. An open meeting will be scheduled for anyone interested in joining the Friends of Brentwood Library.

FINANCIAL REPORTS

January Report - The library investments made over \$1,800 in 17 days. The library is receiving the ad valorem taxes. The legal fees are higher than budgeted which the library expected.

Financial Audit - The auditor noted one issue. Some bills were entered twice in Quickbooks, which made it appear that the library paid these bills twice. These items were not paid twice. A motion to accept the audit report was moved by J. Oserterly and seconded by K. Burkemper. All vote aye.

EXECUTIVE SESSION

There was a motion to go into executive session made by M. Stevens and seconded by B. Miller Erman. Roll call vote. All vote aye.

There was a motion to leave the executive session made by L. Ashmore-Ruppel and seconded by K. Ryan. Roll call vote. All vote aye.

The next Brentwood Public Library Board of Trustees meeting will occur on March 12, 7:00 p.m., at the Brentwood City Hall Council Chambers.

A motion to adjourn the meeting at 8:10 p.m. was moved by M. Stevens and seconded by L. Ashmore-Ruppel . All vote aye.