

**Brentwood Public Library  
Board of Trustees Meeting  
April 18, 2023**

CALL TO ORDER - ROLL CALL FOR QUORUM

President Wright called the meeting to order at 6:32 p.m. Board members present were Ed Wright (President), Kathy Ryan (Vice-President), Lori Ashmore-Ruppel, Beth Miller Erman, Gary Truman, Kelsey Burkemper, Jeanette Oesterly, Angela BoClair-Jones and Cindy Bechtel. Also present Gina Gibbons, Library Director and Kathy O'Neill, Alderperson, Chrissy Rogers from Arcturis and Andrew Bramman filling in for Lisa Stump from Lashly & Baer. A quorum was present.

ACCEPTANCE OF AGENDA

A motion to accept the agenda G. Truman and seconded by C. Bechtel to accept the agenda. All members voted aye, and the motion passed.

APPROVAL OF MINUTES

A motion was made by C. Bechtel and seconded by A. BoClair-Jones to approve the minutes of the March meeting as written. All members voted aye and the motion passed.

PUBLIC COMMENTS

No public comments were submitted from visitors. Public comments will be accepted by email or in person (when possible) to the Library Director.

ALDERMANIC REPORT

K. O'Neill has nothing to report that concerns the library. The city is very focused on the new park which opens June 3rd.

LIBRARY DIRECTOR'S REPORT

Gracie Fantastic performed at the library. A recent children's activity was a "smell" collage craft. Story time has been packed every week. The Secretary of State rule was published and we will need to make policy changes to comply with the rule. Each July, the library already has to certify certain things to the state so these new rules will affect our policies around certification. We already have a request for reconsideration policy for any patrons who have issues with an item in the collection. We will receive sample policies from the Missouri Library Association. Once created, we will need to add them to the library website.

The library lawyer is working on an FAQ around the new rule for its clients. Any questions can be submitted to the firm.

Asha received a grant to go to the ALA conference in June. The Parks and Recreation day off camps for school kids have been bringing the kids by for part of the day.

## EXECUTIVE SESSION

There was a motion to enter the executive session moved by J. Oesterly and seconded by B. Miller Erman at 6:48 p.m. Roll call all say aye.

There was a motion to leave the executive session moved by K. Burkemper and seconded by K. Ryan at 7:45 p.m. Roll call all say aye.

## OLD BUSINESS

Community Relationship – Sarah Palmer wants us to know that she is already communicating widely with the many different events in the Brentwood community. The real issue is we have a small staff and they need support at weekend events including members of the board. K. Ryan will send out an email to see if there is any interest to help participate in future events. There is potential to do more with YMCA and Brentwood ECC but we do not want to add to the library staff workload.

Advocacy for Libraries – This was discussed during the library director's report. The board will continue to monitor the state funding discussion.

Facilities Report – Nothing new to report at this time.

Strategic Planning - The first meeting will be on May 22 at 6:30 p.m.

Employee Handbook - Nothing new at this point.

## TREASURER'S REPORT

Financial Reports - The March Financial reports were submitted. The city is billing us for rent and benefits but not yet for the utilities. The current assets are approximately \$2,300,000.

## NEW BUSINESS

Our election of officers is in May. G. Truman is leaving the board and will head the nominating committee. G. Truman will provide candidates for the May meeting.

After reviewing and discussing the Procurement Policy, there were some clerical changes and a request to change it from \$20,000 to a \$25,000 limit. A motion to approve by A. BoClair and seconded by C. Bechtel. All members voted aye.

## ADJOURNMENT

The next meeting is at 6:30 p.m. on Tuesday, May 9 in the Library meeting room. There was a motion to adjourn moved by A. BoClair and seconded by B. Miller Erman at 8:02 p.m. All members voted aye.