

**Brentwood Public Library
Board of Trustees Meeting
June 13, 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, Jeanette Oesterly, Garry Truman, Laura McAllister, Angela BoClair-Jones, Kelsey Burkemper and Cindy Bechtel. Also present Gina Gibbons, Library Director and Alderwoman Kathy O'Neil.

ACCEPTANCE OF AGENDA

A motion to accept the agenda as amended was made by J. Oesterly and seconded by K. Ryan. All members voted aye, and the motion passed.

APPROVAL OF MINUTES

A motion was made by C. Bechtel and seconded by L. McAllister to approve the minutes of the April 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.

LIBRARY DIRECTOR'S REPORT

The library director discussed events at the library, including Bubble Bus at Oak Tree Park, craftability, a table at Brentwood Beats concert, Murphy reading dog, and Pom pom craft for kids. The Bubble Bus had a big turnout. At Brentwood Beats, the library handed out glow sticks and snacks, talking to adults and kids.

The MLC has been determining if they will extend the contract with the company that provides the library software. The MLC formed a committee that determined that a switch but only if there was an open-source answer. Open source would be cheaper and more customizable. That said, the library is looking into Missouri Evergreen. It is a consortium of libraries in Missouri that share an open-source catalog and library system. It would save approximately \$40,000 and open up the catalog of all the other member libraries in the state to our patrons. Missouri Evergreen would happen next year. The state wants the library to join, so they would provide a grant to cover the migration costs. This would allow the library to request from more libraries across the state. If the library switches from Polaris, the decision must be made in the next few months. The change will happen next June.

The Library Director will conclude her MLC presidential term at the end of the month.

In the passport business for the last five months, the fees collected were \$9,485 (without postage costs subtracted) for 271 passports.

ALDERMANIC REPORT

Alderwoman O'Neil reported that the city had hired a new finance director.

OLD BUSINESS

Ashcroft Rule - The lawyer has provided some language. There was a MO public library director's meeting, and they discussed the rule with their lawyer. The lawyer said the library policy needs to change the age for obtaining a card from 16 to 18 years old. We do not need to expire minor cards but instead, make changes to the resident minor card. The Resident Minor Card will now say "under the age of 18."

In the policy, it was proposed to delete the sentence that says, "If the parent/legal guardian wishes to limit access to certain Library materials, they may do so by having their minor use their adult card." This new language will be "In granting permission for the card, the parent or legal guardian acknowledges that all materials of the library will be available to the minor. Suppose a minor already has a library card, and the parent wishes to restrict access. In that case, the parent can visit the library and have the minors' library card revoked." The policy will be added to the library website. The library director will ask how other libraries are communicating this change of policy. The library will say, "Pursuant to the new rule Library Certification Requirement for the Protection of Minors, the library has made the following change to the library policy ..."

The library's "Request for Reconsideration of Library Resource Guidelines" requires updates. The board discussed the following potential updates. Add a line to the first paragraph: "This could include concerns about outdated materials or concerns about a resource and its age-appropriate designation." Add a space for the requestor to add their Brentwood library card number. Change from "will respond to the request within thirty days of the submission" to "within sixty days." Change the last sentence to read, "The request will then be forwarded to a special committee assembled by the library's Board of Trustees for a formal evaluation of the material." Remove the questions "What do you believe is the theme or purpose of this work?", "Are you aware of any reviews of this work by critics?" and "What do you feel might be the result of reading, viewing, or listening to this work?" Change the question "Are there other resources you can suggest that might provide additional information and/or other perspectives on this topic?" to "What other resources provide additional information or other perspectives on this topic?" That question will not require an answer. Change the question "What concerns you about this resource? Please be specific" to read "What concerns you about this resource and its potential impact on patrons? Please be specific:" Change "What of values is there in this work?" to read "What value is there in this work?"

A final copy of these policies will be available, and a special session will be called before July 31, 2023.

Community Relationship – The board's trustees have signed up to attend library and Brentwood events to support the library staff. B. Erman-Miller attended The Bird Sanctuary event, which was very full. Parents had to stand outside of the room, and it may have

presented a fire hazard. The library needs to continue to report that we have an overflow crowd. E. Wright, J. Oesterly, L. McAllister, and L. Ashmore-Ruppel attended the Bubble Bus event, which went well. The library banner was moved toward the bubble bus, and board trustees went through the crowd to hand out flyers about summer reading. The library needs to continue to report that we have an overflow crowd. At Brentwood Beats, G. Gibbons and L. Ashmorer-Ruppel handed out glow sticks and snacks to the kids and told them about the library events.

Advocacy for Libraries – The library is working on necessary changes to conform to the new Ashcroft rule, and State funding is in place. G. Gibbons and E. Wright talked to our States Senators and Representatives to speak at the library. There may be some changes in the next election.

Facilities Report – This will be discussed during the executive session.

Strategic Planning - The committee will meet next week, June 21 at 6:30 p.m.

Employee Handbook - Nothing new at this point.

TREASURER'S REPORT

Financial Reports - The May Financial reports were submitted. The current assets are approximately \$2,300,000. In examining the financials compared to last year, the library spent more at this time last year than the library did this year. The account for postage is slightly higher than budgeted due to the need for passport postage. The expenses for part-time employees increased while the full-time employees' expenses decreased as an employee went from full-time to part-time last month.

The city does our tax hearing each year, collects our ad velorum taxes, and writes the library a check. No other library receives their payment in this process. The library has asked the lawyer to assist in creating an agreement with the city so the library can do its own hearing and work directly with the county.

EXECUTIVE SESSION

There was a motion to enter the executive session moved by G. Truman and seconded by B. Miller Erman at 7:51 p.m. Roll call all say aye.

A motion to leave the executive session was moved by G. Truman and seconded by C. Bechtel at 8:07 p.m. Roll call all say aye.

NEW BUSINESS

The library and board express appreciation for the work Garry Truman has done to support the library and all that it provides to the community. The library board welcomes Laura McAllister.

ADJOURNMENT

The next meeting is at 6:30 p.m. on Tuesday, September 12 in the Library meeting room. A motion to adjourn was moved by G. Truman and seconded by L. McAllister at 8:11 p.m. All members voted aye.