

BRENTWOOD PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
OCTOBER 11, 2022

CALL TO ORDER – ROLL CALL FOR QUORUM

Board President Ed Wright called the meeting to order at 6:36 p.m. Board members present were Jeanette Oesterly (treasurer), Lori Ashmore-Ruppel (via Zoom), Beth Miller Erman, Garry Truman, Kathy Ryan, Kelsey Burkemper, Cindy Bechtel. Also present were Gina Gibbons, library director, and Kathy O’Neill, Board of Aldermen liaison. Angela BoClair was absent. A quorum was present.

Board President Ed Wright announced that Lori Ashmore-Ruppel would be fulfilling the Secretary duties previously held by Cindy Bechtel.

ACCEPTANCE OF AGENDA

A motion to accept the agenda with the addition of the Alderman Report as IV (b) was made by Garry Truman, seconded by Jeanette Oesterly. All members voted aye. The motion carried. The board also agreed to postpone approval of the September minutes to the November meeting.

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. Board President Wright noted that public notice was given that the library budget for 2023 would be discussed at this meeting.

ALDERMANIC REPORT

Aldersperson O’Neill said there is no board action that would directly affect the library at this time. She shared that Library Director Gina Gibbons spoke at the last Board of Aldermen meeting. There were no questions for Aldersperson O’Neill from the board.

LIBRARY DIRECTOR’S REPORT

Library Director Gina Gibbons shared a one-page report highlighting a visit to the library by Babaloo, the Firefighter Story Time, Japanese stab stitch and bookbinding classes for adults, and the joint open house between the library and the fire department, during which there was a lot of activity and many giveaways. In addition, she shared that the library has joined with other MLC libraries to place an ad in the Seniors’ Resource Guide to promote home delivery services, which provides book delivery services to anyone incapacitated. Aldersperson O’Neill and Cindy Bechtel said they could promote the service within Brentwood Forest through its newsletter.

Gibbons has also applied for a grant to upgrade the public and staff computers in the library. In addition, the meeting room at the library has reopened for public use in the mornings and evenings. Finally, she shared that the library has received a credit limit increase on its credit card.

The director's report also included monthly patron counts. While the counts are still lower than in 2019, they are up from 2020 and 2021. Alderperson O'Neill questioned whether the decrease was due to patrons finding the electronic book resources during the pandemic and not returning to the library for physical books.

#### OLD BUSINESS

Safety plan: Beth Miller Erman shared the slightly revised safety plan with the changes in contacts at the Brentwood Police Department. She also read a list of 10 recommended safety actions to be taken by library staff. Board President Ed Wright called for approval of the safety plan. A motion was made by Garry Truman and seconded by Cindy Bechtel. All members voted aye, and the motion passed.

Employee handbook: No report this month.

Community relations: Kathy Ryan shared that the booth at Brentwood Days was well attended with many books and giveaways distributed, similar to the shared Fire Department Open House. She plans to talk to the Parent-Teacher Associations at Brentwood Schools in the future.

Library Advocacy: Board President Ed Wright discussed the situation nationwide in which parents and patrons are calling to ban particular books from libraries, both public and school libraries. He referenced a teacher who was fired for referring students to a banned book website. He said the situation would not get easier.

Facilities report: Board President Ed Wright, Library Director Gina Gibbons, and Chris Rogers from Arcturis plan to meet with the Board of Aldermen in Executive Session in its Oct. 17, 2022 meeting to discuss the libraries future facilities plan. They had a good meeting with Mayor David Dimmitt and City Administrator Bola Akande to lay the groundwork.

#### TREASURER'S REPORT

Treasurer Jeanette Oesterly reviewed the current financial documents. The library has about \$2 million in the bank. In September 2022, the library's expenses were \$51,483.04. Year-to-date expenses are \$429,939.92.

Library Director Gina Gibbons is discussing with the bank about putting the library's investments in a different investment portfolio to earn more interest.

Oesterly said there is one more lease payment to be made to the city for the library space and that she expects a large utility bill from the city before the end of the year.

Again, it was stated that notice was given to the public that the 2023 budget would be discussed this evening.

Jeanette Oesterly also went over the 2023 budget, which is \$773,330 in expenses, with \$947,321 in total income. Library Director Gibbons said she expects income from the new passport renewal service. In 2023, the library estimates \$933,470 in ad valorem taxes and \$7,500 in state aid.

Board President Ed Wright thanked Oesterly and Gibbons for their work on the budget.

#### NEW BUSINESS

No new business.

#### PUBLIC COMMENTS

No public comments.

#### ADJOURNMENT

The next meeting will be at 6:30 p.m., Tuesday, November 8 in the Library meeting room. With business completed, a motion was made to adjourn by Kathy Ryan and seconded by Kelsey Burkemper. All board members voted aye, and the meeting was adjourned at 7:28 p.m.

Respectfully submitted,  
Beth Miller Erman