

BRENTWOOD PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
OCTOBER 1, 2018

CALL TO ORDER

The meeting was called to order at 6:28 PM by Vice President Garry Truman. Present: Garry Truman, Chris Herrington, Ed Wright, Libby Wilson, Lynne De Vaughan, Lori Ashmore-Ruppel, Sheila Lenkman, Cindy Bechtel, Library Director Gina Gibbons, and Alderwoman Kathy O'Neill. Absent: Jeanette Oesterly

ACCEPTANCE OF AGENDA

Motion to accept the agenda as written by E. Wright, second by L. DeVaughan. On the question, all aye.

MINUTES OF SEPTEMBER 2018 MEETING

Motion to accept the minutes as written by E. Wright, second by C. Herrington. On the question, all aye.

PUBLIC COMMENTS BY VISITORS

No visitors were present.

ALDERMANIC REPORT

K. O'Neill reported that the Board of Aldermen approved the Library's tax levy. She will communicate to the Aldermanic Board that the Library is seeking a new Youth Services Librarian. Also the Library will partner with local bookstore The Novel Neighbor to present a free community event featuring Shannon Messenger, a NY Times best-selling children's and YA author, on November 13 at 6:30 PM. Flyers are posted on Eventbrite.com and linked through BPL website. The event will take place at the Brentwood School District Conference Center.

LIBRARY DIRECTOR'S REPORT (See attached report)

Gina announced that there are several applicants for the Youth Services Librarian, and interviews are pending. The current librarian resigned on short notice due to family issues. Two temporary employees were hired to fill in for an employee on maternity leave and for some of the children's programs. The first "Just for Fun" event in September was a big success. The next gathering is October 19, and the genre theme is "Horror." We are hoping for another good turnout. Summer programming statistics are still pending from the children's librarian.

OLD BUSINESS

The Board discussed the possibility of investing the Library reserves. Other local libraries often invest in Certificates of Deposit. Gina reported that she spoke with Brentwood finance director Karen Shaw about this possibility and that Shaw suggested pooling resources with other City entities. There was discussion about the nature of the Library's relationship to the City, i.e. human resources, finances, etc. After further discussion, it was suggested that a subcommittee of C. Herrington, J. Oesterly, and L. DeVaughan investigate investment options. C. Herrington offered to chair the committee. Motion to form the committee by C. Herrington, second by L. DeVaughan. On the question, all aye. The committee will report back at the November board meeting.

## TREASURER'S REPORT

L. DeVaughan reviewed financial statements. We will be submitting 2019 budget next month.

## NEW BUSINESS

2019 Budget We discussed the proposed budget for 2019 (see attached) including allowances for increase in salaries and money for strategic planning.

Patron policy Gina presented the Patron Policy governing patron behavior in the Library (see attached document). This document will be posted in the Library and on the website

## EXECUTIVE SESSION

None needed

## ADJOURNMENT

The next Board meeting will be Tuesday, November 6, 2018, at 6:30 PM. Business being concluded, a motion for adjournment made by C. Herrington, second by L. Ruppel. On the question, all aye. Meeting was adjourned at 7:48 PM.

Respectfully submitted,

Cynthia Bechtel, Secretary