

BRENTWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
FEBRUARY 5, 2019

CALL TO ORDER FOR QUORUM

The meeting was called to order at 6:32 PM by President Jeanette Oesterly. Present: Ed Wright, Lori Ashmore-Ruppel, Chris Herrington, Lynne DeVaughan, Sheila Lenkman, Garry Truman, Libby Wilson, Jeanette Oesterly, Cindy Bechtel, Director Gina Gibbons, Alderwoman Kathy O'Neill. A quorum was present.

ACCEPTANCE OF AGENDA

Motion to accept the agenda as written made by E. Wright, seconded by G. Truman. On the issue, all aye.

MINUTES OF JANUARY 2019 MEETING

Motion to approve the minutes of the January meeting as written made by L. DeVaughan, second by E. Wright. On the issue, all aye. Minutes approved as written.

PUBLIC COMMENTS BY VISITORS (No visitors were present.)

ALDERMANIC REPORT

K. O'Neill spoke with the Brentwood Fire Chief and the City Administrator regarding limited parking at the library. After discussion, the Chief stated that there would be no changes in the parking policy allowing fire department personnel to park in the library lot or to restripe the parking spaces to be more distinct spaces. He did offer to evaluate the lighting and consider improving that.

DIRECTOR'S REPORT (See attached report)

Gina reported that she attended the Brentwood Safety Seminar on Workplace Violence. She stated it mostly focused on employee violence but that there was some helpful advice for our library situation. She met with a security professional who will give an estimate of some technology options for increased security and safety. In addition, before accepting bids, she will consult with an officer from Brentwood Police for a free site assessment. Adult and children's programming continues to flourish and expand, with good response and attendance. The Library is currently at full staff.

OLD BUSINESS

1. Financial Committee: L. DeVaughan gave a brief report. There are essentially no changes at this time.
2. Legal Committee: J. Oesterly reported that attorney interviews are complete. Further discussion will take place in Executive Session.
3. Board/Library Goals: L. Ruppel presented a collation of these goals as recommended in January (see attached document). C. Herrington suggested Library staff prioritize their goals and provide input. Gina stated she plans to build a new mission statement and will have that by the next Board meeting. It was also discussed that regarding a compensation plan, data should be compiled and presented to the Board in November for review and then approval in December for the following year (we moved Library Goal E

to become Board Goal F). It was also decided that each Board member will write 2 measurable, attainable actions for meeting each Board Goal, A-F, and email these to J. Oesterly by February 28.

TREASURER'S REPORT

L. DeVaughan reviewed the monthly financial report. There were several invoices received in January 2019 for December 2018 expenses, so there was a large cash outlay for those. Otherwise, no changes.

NEW BUSINESS

Motion made by J. Oesterly to go into Executive Session to discuss New Business/legal issues. Seconded by C. Bechtel. On the issue, all aye.

EXECUTIVE SESSION

Executive session was opened by J. Oesterly at 7:14 PM to discuss legal matters. After discussion of these matters, motion to close executive session was made by E. Wright, second by G. Truman. On the issue, all aye. Session was closed at 7:30 PM.

ADJOURNMENT

The next Board meeting will be Tuesday, March 5, 2019. Motion to adjourn this meeting made by J. Oesterly, second by C. Herrington. On the issue, all aye. Meeting adjourned at 7:34 PM.

Respectfully submitted,

Cynthia Bechtel, Secretary