

BRENTWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 12, 2019

CALL TO ORDER FOR QUORUM

The meeting was called to order by President Jeanette Oesterly at 6:30 PM. Present: Garry Truman, Chris Herrington, Ed Wright, Lynne DeVaughan, Lori Ashmore-Ruppel, Libby Wilson, Jeanette Oesterly, Cindy Bechtel, Director Gina Gibbons, Alderwoman Kathy O'Neill, and Attorney Lisa Stump. A quorum of members was present.

ACCEPTANCE OF AGENDA

A motion was made by E. Wright and seconded by L. DeVaughan to accept the agenda as written. On the issue, all members voted aye. The agenda was accepted.

MINUTES OF MAY 2019

Motion was made by L. DeVaughan and seconded by L. Wilson to approve the minutes of the May meeting as written. On the issues, all aye. Minutes were accepted.

PUBLIC COMMENTS BY VISITORS (No visitors were present.)

ALDERMANIC REPORT

K. O'Neill reported that the current week is Brentwood Employee Appreciation Week. She extended her thanks to all of the Library staff for their dedication and service.

LIBRARY DIRECTOR'S REPORT (See attached report)

G. Gibbons reported that Hilary G. has resigned; her last day will be June 28. She has been a valuable member of the library staff and has done a great job with adult programming. Some general discussion ensued about considering exit interviews or a "survey" with full-time employees when they leave. Gina suggested we consider this further when we begin work on revising the employee handbook. Gina attended a workshop on technology assessment, and she plans to submit a grant proposal for an area of need in our Library. Gina is still working with the security experts and City on installation of a system that best meets our needs and budget. We will need to obtain permits and work with City departments. Finally, the Summer Reading Clubs, (adults and children) have begun with good registration numbers. Both adult and children's programming attendance remains strong.

OLD BUSINESS

1. Financial committee: no report at this time
2. Legal committee: L. Stump submitted revised resolution documents for (a) authorizing/approving selection of a depository bank and (b) authorizing and approving amendments to the bylaws relating to financial matters. After review and discussion of these documents, a motion to adopt Document (a) was made by E. Wright, seconded by C. Herrington. On the issue, all aye. Document (a) was adopted. A motion was made by E. Wright, seconded by C. Herrington, to adopt Document (b). On the issue, all aye. Document (b) was adopted. There was also discussion about who can sign checks for the Library. It was decided that any Board officer and the Director can sign. Moving forward, the Board/Library will

hire a bookkeeping firm, sign our own checks, manage our own investments, and still maintain some services from Brentwood City.

TREASURER'S REPORT (See attached report)

L. DeVaughan reviewed the current financial report. She also explained that the monthly financial statements have reflected minimal or no interest because until recently our money has been invested in a non-interest bearing account. We should begin to see some increase in this line item soon.

NEW BUSINESS

1. New Trustee: G. Gibbons, L. Wilson, and C. Bechtel interviewed 2 candidates. It was decided to recommend Kathy Ryan for a position on the Board. Gina will notify her of our decision and that her name will be submitted to the Mayor for appointment.

2. Board election: The following members volunteered to form a slate of officers for the coming term:

President - E. Wright; Vice President- G. Truman; Secretary-C. Bechtel; Treasurer- L. DeVaughan.

Motion was made by L. Wilson and seconded by C. Herrington to accept the slate of officers for the upcoming term. On the issue, all aye. The new officers will begin their terms following this meeting. Jeanette Oesterly was thanked by all present for her years of service and dedication to the Library and Board.

EXECUTIVE SESSION

J. Oesterly asked for a motion to open Executive session to discuss a personnel issue. Motion to go into closed session was made by L. DeVaughan and seconded by J. Oesterly. Roll call vote on the issue: J. Oesterly-yes, G. Truman-yes, L. Ashmore-Ruppel-yes, L. Wilson-yes, C. Herrington-yes, E. Wright-yes, L. DeVaughan-yes, C. Bechtel-yes. On the issue, all aye. Motion carried to open Executive Session at 7:10 PM. Motion was then made by L. DeVaughan, second by J. Oesterly, to approve the minutes of the Executive Session on May 7, 2019. On the issue, roll call showed all members voted Yes. Minutes were approved as written. After discussion of the personnel matter, motion was made by J. Oesterly, seconded by C. Herrington, to close Executive session. On the issue, roll call vote showed all members voted Yes. The motion carried and the session was closed at 7:22 PM.

ADJOURNMENT

The next Board meeting will be held September 3, 2019 at 6:30 PM, unless an additional meeting is necessary in the interim. With business being complete, motion was made to adjourn by C. Herrington, seconded by L. Ashmore-Ruppel. On the issue, all aye. Meeting was adjourned at 7:25 PM.

Respectfully submitted,

Cynthia Bechtel, Secretary