

BRENTWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 6, 2018

CALL TO ORDER FOR QUORUM

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

ACCEPTANCE OF AGENDA

The agenda was amended to add "adjustment to the 2018 line item expenses" under New Business. Motion to approve agenda as amended made by E. Wright, second by G. Truman. On the issue, all aye.

MINUTES OF OCTOBER 1, 2018 MEETING

Motion to approve the October minutes as written made by E. Wright, second by L. Devaughan. On the issue, all aye.

PUBLIC COMMENTS BY VISITORS

No visitors were present.

ALDERMANIC REPORT

K. O'Neill stated she will report to the Board of Aldermen that the Library has hired Sarah Palmer as the new Youth Services Librarian. She also reminded the Board of the Brentwood City Holiday Party at the Community Center on December 7.

LIBRARY DIRECTOR'S REPORT (See attached report)

Gina reported that the Library welcomed Sarah Palmer to the staff last week. Social Sketch is trying a new format, with guest artists from the St. Louis Artists Guild coming to our monthly programs to provide instruction and help for participants to work in different mediums. Several upcoming author events with our partner The Novel Neighbor will be happening mid-November, as well as the popular "Just for Fun" evenings on 3rd Fridays. Gina will be submitting the 2017 annual statistical report and the 2019 budget is up for approval this month.

OLD BUSINESS

1. The Financial Committee formed at the October meeting reports that it has begun strategic planning and set some goals. It was decided to move the remainder of the Finance Committee's report to Executive Session.
2. The 2019 Budget was reviewed by L. DeV Vaughan. Missouri statute require the Library spend 15-18% of the total budget on materials. We also added \$10,000 to the proposed budget which will be earmarked for strategic planning. We will split "community services" expenses into (#6260) "adult programming" and (#6261) "youth programming." Motion to make this change was made by J. Oesterly, second by L. Wilson. On the issue, all aye. We further reviewed the proposed budget, including line

item changes as necessary. Motion was made by E. Wright to approve the 2019 budget as presented, with second by J. Oesterly. On the issue, all aye.

TREASURER'S REPORT

L. DeVaughan reviewed the monthly financial statements.

NEW BUSINESS

1. The Library holiday party will be December 7 at the Brentwood Community Center from 5-7 PM. The Library will furnish main dishes and drinks, and others will bring food to share. The party will include Library staff, the Board, and spouses/partners/children.
2. The Library tax levy was approved by the Brentwood Board of Aldermen.
3. We will address the report of the Financial Committee in Executive Session. Motion to go into Executive Session made by E. Wright, seconded by L. DeVaughan. On the issue, all aye.

EXECUTIVE SESSION

J. Oesterly opened Executive Session at 7:40 PM to discuss legal and financial issues. After discussion of these matters, motion to close Executive Session made by L. DeVaughan, seconded by J. Oesterly. On the issue, all aye. Session was closed at 8:05 PM.

ADJOURNMENT

The next Board meeting will be Tuesday, December 4, 2018, at 6:30 PM. Motion to adjourn made by G. Truman, seconded by J. Oesterly. Meeting adjourned at 8:10 PM.

Respectfully submitted,

Cynthia Bechtel, Secretary