

BRENTWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAY 7, 2019

CALL TO ORDER FOR QUORUM

The meeting was called to order at 6:31 PM by President Jeanette Oesterly. Present: Garry Truman, Lori Ashmore-Ruppel, Libby Wilson, Lynne DeVaughan, Jeanette Oesterly, Cindy Bechtel, Director Gina Gibbons, Alderwoman Kathy O'Neill. Absent: Chris Herrington, Ed Wright. A quorum was present.

ACCEPTANCE OF AGENDA

J. Oesterly asked that Board election be added to New Business. Motion was made by L. DeVaughan and seconded by G. Truman to accept the agenda as amended. On the issue, all aye. The amended agenda was accepted.

MINUTES OF APRIL 2019 MEETING

J. Oesterly requested the sentence "No new problems to report" be removed from the Treasurer's report. Motion made by G. Truman and seconded by L. Wilson to remove the sentence. On the issue, all aye. The motion passed and the April minutes were approved as corrected.

PUBLIC COMMENTS BY VISITORS (No visitors were present)

ALDERMANIC REPORT

K. O'Neill reported that construction work is scheduled to begin on the City Hall building, with time TBD. The Library will not be included in the renovation.

DIRECTOR'S REPORT (See attached report)

G. Gibbons reported that she is applying for a grant to attend the MPLD conference in early June. Summer Reading Club 2019 will begin soon and people are beginning to sign up. After consultations and obtaining bids, Gina has selected a security firm. Library programming statistics were reviewed and attendance remains very favorable. There are 2 candidates for the Board vacancy, and they will be interviewed very soon.

OLD BUSINESS

Financial Committee: L. DeVaughan reported she is working toward obtaining our Tax ID.

Legal Committee: The Board proposed some modifications in recent documents:

- (1) the Depository Resolution (in the title of the Resolution and in point #4, change the terms "officers of the Library" to "Library Director").
- (2) the Amendments to the Bylaws (2a. Treasurer: "The Treasurer shall receive and be responsible as the custodian..." Also gender-neutral correction in final sentence of 2a "delegation of his duties to the **Library Director.**"

These proposed changes will be forwarded to our attorney for review.

Board Goals 2019: see Treasurer's report

Employee Handbook: We modified Section 6.5 of the Funeral Leave to include "life partner" in the definition of "family." Motion was made by J. Oesterly, seconded by G. Truman, to accept this modification in the handbook. On the issue, all aye. Motion was passed.

TREASURER'S REPORT

L. DeVaughan reviewed the current financial report. She also stated that the Brentwood City Finance Director reported that she had transferred approximately \$500,000 of the Library's reserves into an interest-bearing account.

NEW BUSINESS

J. Oesterly stated that Board elections are scheduled to occur annually in May. However she asked that we table the election until June. Hopefully we will have a full Board with the addition of a new trustee. She also asked that each member consider assuming an officer position for the coming year or taking on some new responsibilities with all the issues currently facing the Board. Motion to table election until June made by L. DeVaughan, seconded by L. Wilson. On the issue, all aye. Election will be held in June.

EXECUTIVE SESSION

J. Oesterly asked for a vote to open Executive Session to discuss a personnel matter. Motion to go into Executive session made by L. DeVaughan, seconded by J. Oesterly. Roll call vote: J. Oesterly-yes, G. Truman-yes, L. Ruppel-yes, L. Wilson-yes, L. DeVaughan-yes, C. Bechtel-yes. Motion carried and, executive session opened at 7:58 PM. Motion was made by L. DeVaughan, seconded by J. Oesterly, to approve minutes of Executive session on April 6, 2019. Roll call vote: all members voted to accept the minutes as written. Motion carried. After discussion of personnel matters, motion was made by J. Oesterly, seconded by L. Wilson, to close the executive session. Roll call vote: all aye on issue. The executive session was closed at 8:04 PM.

ADJOURNMENT

The next Board meeting will be June 4, 2019 at 6:30 PM. With business being complete, motion was made by C. Bechtel, seconded by G. Truman, to adjourn the meeting. On the issue, all aye. Meeting was adjourned at 8:06 PM.

Respectfully submitted,

Cynthia Bechtel, Secretary