

Meeting minutes of the Board of Trustees for the University City Public Library for  
**March 10, 2021**

Members present: Joan Greco-Cohen, Dorothy Davis, Aren Ginsberg, Jerrold Lander, Edmund Acosta, Helen Nelling, Cindy Zirwes

Members absent: Michael Hart, LaTrice Johnson

City Council Liaison: Stacy Clay

Library staff: Patrick Wall—Director, Kathleen Gallagher, Cindy Deichmann

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The meeting was held online due to the COVID-19 (novel coronavirus) pandemic. Board members and staff participated via Zoom, and the meeting was livestreamed for the public via the Library's Facebook page and YouTube channel.

The meeting was called to order at 5:16 pm by Joan Greco-Cohen, President, following roll call.

Minutes – The minutes from the February 10, 2021 meeting were approved at 5:17 pm; motion made by Aren Ginsberg, seconded by Jerrold Lander.

Correspondence – The Library received a nice note from Helen Nelling and her family. U City schools thanked Stephanie Jenkins, Sue Anne Whitener, and LaRita Wright for their African American read-in program. Patrick Wall received a letter from the Secretary of State regarding his appointment to the Secretary's Council on Library Development.

Council Liaison Report – The City's second quarter financial report shows the City is doing okay—received \$1.2 million in CARES Act money. Centennial Commons will have a limited opening in late May; new staff need to be hired because part-time staff were furloughed last year due to COVID. Olive & 170 project: the developer has demonstrated financial backing and has secured all parcels of land, although homeowner buyouts are still ongoing; hopefully construction will begin this year. He will check about the demolition permit for Delmar-Harvard.

Librarian's Report – Cost of boarding up the cracked second floor window is \$5000; trying to get more bids. The Library received 25 study carrels from Washington University to use as computer stations now, during construction (at storefront location) and possibly after. A patron suggested that the murals from the Delmar-Harvard building be moved to our building; the Historical Society has some other ideas about where they could be preserved.

The consent agenda was approved at 5:31 pm; moved by Dorothy Davis, seconded by Edmund Acosta.

Discussion Items –

Director evaluation: Board should return their evaluation forms to Joan Greco-Cohen by April 9, 2021, so she can compile the responses; will discuss in executive session at May meeting. Contact Helen Nelling with questions.

Building reopening: Met with other area libraries to discuss; we plan to reopen on March 23, 2021, the same date as the County Library, Kirkwood, and Webster Groves. A limited number of people will be allowed in the building. Hours will remain 11 am – 7 pm for now; Sunday hours will be added in a few weeks. Masks will probably be required through the end of the year, subject to change depending on St. Louis County Health rules. Staff will work in 2 separate pods.

Building renovations: Have signed the contract for the outer building renovations; should have construction documents at the April meeting and are waiting for the schedule. The City is working on making the Trinity building space available. Still looking for other spaces for the storefront library.

Action Items

- Extension of FFRCA benefits until April 30, 2021 – Aren Ginsberg moved to approve the extension of benefits, seconded by Jerrold Lander. Aye votes: Edmund Acosta, Dorothy Davis, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Cindy Zirwes. Nay votes: None. Motion passed by roll call vote at 5:51 pm.

President's Report – Officers will change at the May meeting, as well as committee assignments; board members should think about what role they want to have in the next year. Committees will have 1 chair and 3 members. Dorothy Davis will be leaving the Board, having served the maximum time allowed.

Committee Reports

Budget & Finance – Income and expenses for 2021-2022 are very similar to 2020-2021. The Library should keep a maintenance balance of \$300,000 to \$500,000. Larger libraries often have a finance assistant, but not a priority for our Library.

Building & Grounds – No report.

Long-Range Planning – Having a monetary reserve will be discussed in the next meeting. Also will develop a succession plan for key employees; should be ready in April—possibly will meet with the Personnel & Policy committee to discuss.

Personnel & Policy – Meeting to be scheduled.

New Business – The Board directed Patrick Wall to thank Library staff for their hard work doing curbside service. Helen Nelling thanked the Board for their kindness to her following the death of her husband.

The next Board meeting will be Wednesday, April 14, 2021, at 5:15 pm.

There being no further business, the meeting adjourned at 6:08 pm; moved by Jerrold Lander, seconded by Cindy Zirwes.