

Meeting minutes of the Board of Trustees for the University City Public Library for
October 13, 2021

Members present: Helen Nelling, Cindy Zirwes, Aren Ginsberg, Edmund Acosta, LaTrice Johnson, Kathleen Simpson.

Members absent: Joan Greco-Cohen, Jerry Lander

City Council Liaison: Stacy Clay

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

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.

Not enough Board members had arrived by 5:15 pm, so the Board heard presentations by the Council Liaison and Bond Architects before the meeting was called to order.

Council Liaison Report – At the October 11, 2021 meeting City Council approved a task force for Third Ward revitalization, using the money from the Costco project. Work on the Costco project is being done at night because the state won't allow Olive to be closed during the day. The U City Community Vision 2040 project has created a commission; Edmund Acosta is a member. Helen Nelling asked why there is still a For Sale sign on the Harvard School property; Mr. Clay will find out and report back.

Presentation by Bond Architects – Sue Pruchnicki, Andrea Giovando, and Michelle Wells gave a presentation on color palette and materials choices for Phase IIb of the renovation.

Enough Board members had arrived for a quorum, so the meeting was officially called to order at 5:44 pm by Helen Nelling, President, following roll call; Aren Ginsberg, LaTrice Johnson, Helen Nelling, Kathleen Simpson, and Cindy Zirwes were present. Edmund Acosta joined the meeting at 6:09 pm.

Minutes – Aren Ginsberg moved that the minutes from the September 22, 2021 meeting be approved, seconded by Cindy Zirwes. Motion was approved by unanimous voice vote at 5:43 pm.

Correspondence – The Library received an inquiry about who composed the hold music used on the new phone system.

Librarian's Report – The consent agenda was accepted.

Discussion Items – Update on current state of building renovation.

Action Items

Approval of change order #2 from RG Ross. Aren Ginsberg made a motion to approve change order #2, increasing the amount to be paid by \$13,081.00 due to additional demolition of c-channel not found on original plans. Cindy Zirwes seconded the motion. Aye votes: Aren Ginsberg, LaTrice Johnson, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:53 pm.

Approval of payment request from RG Ross covering work done through September 21, 2021. Aren Ginsberg made a motion to approve a payment request from RG Ross in the amount of \$30,209.63. Cindy Zirwes seconded the motion. Aye votes: Aren Ginsberg, LaTrice Johnson, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:54 pm.

Approval of contract with Bond Architects.

Approval of invoices from Bond Architects. Aren Ginsberg made a motion to approve payment requests from Bond Architects for two invoices in the amount of \$1,000.00 and \$42,542.83. Cindy Zirwes seconded the motion. Aye votes: Aren Ginsberg, LaTrice Johnson, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 6:00 pm.

Approval of proposal for move by New Day Moving. Aren Ginsberg made a motion to approve payment up to \$42,400.00 for the 2021 move per the proposal for move by New Day Moving. Cindy Zirwes seconded the motion. Aye votes: Aren Ginsberg, LaTrice Johnson, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 6:02 pm.

Approval of personnel policy changes. Aren Ginsberg made a motion to approve adding Juneteenth as a paid holiday so that Library staff have 12 paid holidays per year. Cindy Zirwes seconded the motion. Aye votes: Aren Ginsberg, LaTrice

Johnson, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Abstention: Edmund Acosta. Nay votes: none. Motion passed by roll call vote at 6:05 pm.

Construction documents from Bond Architects for Phase IIa. Aren Ginsberg made a motion to approve the construction documents, seconded by Cindy Zirwes. Aye votes: Edmund Acosta, Aren Ginsberg, LaTrice Johnson, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 6:22 pm.

President's Report – Helen Nelling had new member Kathleen Simpson introduce herself to the rest of the Board.

Committee Reports

- Budget & Finance – The next meeting was scheduled for 4:00 pm on Wednesday, November 10, 2021.
- Building & Grounds – Kathleen Simpson was appointed to the committee, which will schedule a meeting before November 10, 2021.
- Long-Range Planning – The next meeting will be scheduled in approximately 2 weeks.
- Personnel & Policy – Will review three policy drafts in December, then work on an ongoing schedule for revisions.

The next Board meeting will be Wednesday, November 10, 2021, at 5:15 pm.

There being no further business, the meeting was adjourned at 6:27 pm.