

Meeting minutes of the Board of Trustees for the University City Public Library for
January 12, 2022

Members present: Helen Nelling, Jerrold Lander, Cindy Zirwes, Aren Ginsberg, Mark Barnes, Joan Greco-Cohen, Kathleen Simpson.

Members absent: Edmund Acosta, LaTrice Johnson

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.

The meeting was called to order at 5:15 pm by Helen Nelling, President, followed by roll call.

Minutes – Jerrold Lander made a motion that the minutes from the December 10, 2021 meeting be approved, seconded by Aren Ginsberg. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:17 pm.

Correspondence – Possible challenge coming from patron. Another patron, who has been banned for one month, will be appealing the ban. Several donations were received, including two in memory of former Friends board member Helen St. Clair.

Council Liaison Report – On January 10, 2022 Council voted to work with a communications group to provide information for Proposition F, the sales tax proposal for fully funding the uniform pension plan, which will be on the April ballot. The Costco project is on schedule to open in September 2022. He has no new information on the status of the building at Delmar & Old Bonhomme, nor the project at Delmar & I-170.

Public comment. None received.

Librarian's Report – The Library has hired three new employees. The summer reading program grant was funded, although at a lower rate than requested. Aren Ginsberg made a motion to accept the consent agenda, seconded by Joan Greco-Cohen. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:32 pm.

Discussion Items – *Due diligence documents*. For purposes of the bond offering, Moody's will rate the Library as the City, since the City does our audits. Then Stifel will meet with Library officers to review the offering documents.

Building renovation. Two new change orders have been approved. Phase I—new exterior doors are installed; the slab is being poured this week; ceiling, lights, and interior doors should be done next week. Phase IIa—waiting for information on abatement from Farmer Environmental Services, which may require a special meeting for approval. Phase IIb—bids will go out tomorrow; a walk-through will be on January 19; bid opening will be on February 2; contract will be awarded on February 9, at the regularly scheduled Board meeting.

Action Items

Bond invoice. Aren Ginsberg made a motion to approve payment of the invoice in the amount of \$46,002.30, seconded by Cindy Zirwes. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:45 pm.

RG Ross payment. The Library received supporting documents for the first invoice, which have been reviewed and approved by the Library's lawyers. Joan Greco-Cohen made a motion to approve payment of two invoices in the amounts of \$117,203.31 and \$75,760.60, for a total of \$192,963.91, seconded by Helen Nelling. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:50 pm.

Policy changes.

- *3D printing*: Aren Ginsberg made a motion to approve the new 3D printing policy, seconded by Joan Greco-Cohen. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:51 pm.

- Record retention: Jerrold Lander made a motion to approve the new record retention policy, seconded by Aren Ginsberg. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:52 pm.
- Social media: Aren Ginsberg made a motion to approve the new social media policy, seconded by Mark Barnes. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:58 pm.

Pay grades. Some pay grades are changed to comply with the new minimum wage and to avoid salary compression. Jerrold Lander made a motion to approve the changes to pay grades, seconded by Aren Ginsberg. Aye votes: Mark Barnes, Aren Ginsberg, Joan Greco-Cohen, Jerrold Lander, Helen Nelling, Kathleen Simpson, Cindy Zirwes. Nay votes: none. Motion passed by roll call vote at 5:58 pm.

President's Report – Thanked the Library staff and director for performing above and beyond during both a pandemic and a relocation and renovation.

Committee Reports

Budget & Finance – Met before this meeting; next meeting will be on February 9, 2022, before the full Board meeting.

Building & Grounds – Met before this meeting; next meeting will be on February 9, 2022, before the full Board meeting.

Long-Range Planning – Next meeting to be held soon, but no date has been set.

Personnel & Policy – Next meeting will be January 26, 2022, to review three more policies.

Old Business – None.

New Business – None.

The next regularly scheduled Board meeting will be Wednesday, February 9, 2022, at 5:15 pm.

There being no further business, Joan Greco-Cohen moved that the meeting be adjourned. The meeting was adjourned at 6:04 pm.