

**ST. JOSEPH PUBLIC LIBRARY**  
Meeting of the Board of Trustees  
June 25, 2019 5:00 p.m., Downtown Library

CITY CLERK  
2019 JUN 26 PM 3:31

**MINUTES**

The regular monthly meeting of the St. Joseph Public Library Board of Trustees was held on June 25, 2019 at 5:00 p.m. in the Downtown Library. Board members in attendance were Mike Cadden, Dan Mefford, Sharon Wasson, John Welch, and Ingrid Woodbury. Elizabeth Latosi-Sawin, Alison Schieber, Kyla Ward, and Brad Weil were absent. Deloris Foster, Jen Wildhagen, and Mary Beth Revels were present from the staff. Aaron Powell was present from the public. No one was present from the media.

President Ingrid Woodbury welcomed all in attendance, called the meeting to order, and the roll call was taken.

Under approval of the minutes, **Dr. Cadden moved and Mr. Mefford seconded to approve the minutes of the May 28, 2019 meeting of the Board of Trustees, as presented. All Board members in attendance voted “yes.” Motion carried.**

Under approval of monthly expenditures, **Ms. Wasson moved, Dr. Cadden seconded, to approve checks #31284 through #31365, payroll checks #10819 through #10852 and May direct deposits. All Board members in attendance voted “yes.” Motion carried.**

Mr. Mefford presented the financial reports for the month of May prepared by Liechti, Franken & Young, LLC. Ms. Revels reported she expects to end the year with expenses slightly over budget and revenues well over budget. **Mr. Mefford moved and Dr. Cadden seconded to accept the financial reports prepared by the office of Liechti, Franken & Young, LLC. All Board members in attendance voted “yes.” Motion carried.**

Mr. Mefford presented the May Journal Entries prepared by Liechti, Franken & Young, LLC. **Mr. Mefford moved and Ms. Wasson seconded to approve the adjusting journal entries prepared by the office of Liechti, Franken & Young, LLC. All Board members in attendance voted “yes.” Motion carried.**

Ms. Revels presented the 2019/2020 Annual Budget for approval and answered questions from Board members. **Dr. Cadden moved and Mr. Mefford seconded to approve the 2019/2020 Annual Budget as presented. All Board members in attendance voted “yes.” Motion carried.**

Ms. Revels reported on the responses to the Compensation Study Request for Proposal. Discussion ensued. **Mr. Mefford moved and Mr. Welch seconded to accept the compensation study proposal from Omni Human Resource Management. All Board members in attendance voted “yes.” Motion carried.**

There were no other financial issues.

Under the report of the Director, Ms. Revels shared information about the library’s new calendar and room reservation system, announced that Jennifer Sanders-Tutt accepted an award on behalf of the library at the Missouri Preservation Conference, and discussed staffing changes.

Under reports of Committees, Mr. Mefford passed out to Board members a summary of Ms. Revels' evaluation. He and Ms. Woodbury will meet with Ms. Revels at a later time to discuss the evaluation.

Under the Building Committee, Ms. Revels reported on ongoing building projects.

Under the Materials and Services Committee, Ms. Revels reported she sent two policies to the Polsinelli Law Firm and is waiting to receive them back.

Under old business, Ms. Revels reported the Nominating Committee will meet prior to the July 23 meeting.

There was no other old business.

Under new business, retiring Board member John Welch was thanked and honored for his service to the Library district over the last three years.

Jen Wildhagen, Branch Manager of the Downtown Library, discussed the importance of programming in building a sense of community, along with new programming plans for the branch.

There was no other new business.

There was no public comment.

The next meeting of the Board of Trustees will be Tuesday, July 23, 2019 at 5:00 p.m. at the East Hills Library.

There being no further business, **Mr. Mefford moved, Dr. Cadden seconded to adjourn the meeting. Motion carried.**

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Mary Beth Revels  
Secretary Pro Tempore

**ST. JOSEPH PUBLIC LIBRARY**  
Budget/Personnel Committee Meeting  
June 25, 2019, 4:45 p.m., Downtown Library

**MINUTES**

The Budget/Personnel Committee of the Board of Trustees of the St. Joseph Public Library did not meet due to a lack of quorum.

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Mary Beth Revels  
Secretary Pro Tempore