

Minutes of the Board of Trustees , Washington Public Library  
January 23, 2023

The meeting was called to order by Vice-President, Katie Schonaerts, who led the Pledge. Members present included: Doug Holdmeyer, Susan Wehmueller, Katie Schonaerts, Leanne Gisburne. Mike Couter and Carolyn Witt.

Leanne moved that the agenda be approved. Motion seconded by Sue and the motion carried. Doug moved that the minutes be approved, seconded by Leanne. Motion carried.

**Friends of the Library Report:** Friends are sponsoring the Family reading Night on Friday, March 3rd. The organizing committee needs all new signs, miscellaneous and publicity materials and the Friends are supporting this effort financially. Friends' membership renewals and annual letter will be going out this week.

**Weather:** Snowstorm likely to arrive here on Tuesday night should affect Wednesday. The library plans on staying open and staff that cannot safely make it in are encouraged to stay home. The library serves as a warming shelter and is key to City's efforts to help those who need a warm place to hang out.

**Library Director's Report:**

**COVID-19:** No changes in procedures.

**Statistics and Collections:** November 2022 and December 2022 statistics are attached. Meeting room usage is back to pre-COVID numbers. The library is busy with passport applications. The January numbers are on pace to more than double the processed applications in December.

**Facilities:** The project is scheduled to begin Friday, January 27, two weeks earlier than expected. Veregy has a project manager on site (Josh) to manage the entire installation. Recurring meeting every two weeks. Emails weekly. Lots of conversations happen in the library. Completed/Current work: Gas line mail extension completed. Insulation was blown into atrium area January 16-17. New boiler is being installed this week. Boiler concrete pad will be poured tomorrow.

Three distinct phases that will affect public use of the interior of the library, reflecting the three zones currently in the library. Replacement work will be done zone by zone. Contractor will be reinforcing the roof for the HVAC units and workers and will demolition the old HVAC equipment/ductwork in the ceiling and install the new works. Time schedules are estimates and can change. We will do our best to keep portions of the library accessible, but worker and public safety must be a priority.

**Phase 1:** The upstairs will be closed/partially closed for 2-3 weeks, depending on schedule. Four public computers will be available downstairs in the children's area. Nelson is working on a plan to have New Books and DVD's for browsing available.

**Phase 2:** The children's area/meeting rooms/hallways will be closed/partially closed for 2-3 weeks,

depending on schedule.

**Phase 3:** The upstairs South side and downstairs offices/work area will be closed for 3-4 weeks.

During these phases, staff will be able to pull holds in areas unavailable to the public....when it is safe. The plan is to move some high-demand portion of the collections (New Books, etc) to serve the patrons, as we are able and have space to do so. Employees parking lot (original parking lot) at back of library will be used for project deliveries and demolition dumpsters. Contractors will use back emergency door and avoid the elevator.

**Staffing:** Congratulations to the representatives of WPL employees who won the first ever Scenic Regional branch trivia contest for employees. WPL was invited to participate. Special thank you to Scenic for hosting this fun event. (always fun when you win!)

New Library rules proposed by Secretary of State Ashcroft: The SOS Office received approximately 16,000 comments in the mandated 30 comment period. Ashcroft will send a finalized rule to a panel of lawmakers by February 10th.

**Programs:**

Missouri Book Festival: The committee continues to look into various funding avenues. Josh at Reedy Press has lost the services of staff who helped make last year's event so successful. We are seeking help from Scenic on the event.

**Re-cap Programs:**

Christmas Ornament Make and Take, December 6th.  
Dan O'Neill, Best of the Blues, December 8th.  
Birthday Bear Giveaway, Dec. 19 (ongoing).  
Froggy Frenzy, December 28.  
Winter Reading Challenge starts December 1st and concludes February 28th.

**Upcoming Programs:**

Telescope Training, January 24, 6:30 pm. Groundhog Gets it Wrong, January 29th at 1 pm. St. Louis Sports  
Memories, January 30. Rustic Snowman Make and Take, January 31, 6 pm.  
Great Decisions, Wednesdays 1 pm starting Feb. 1st.  
Sweet Retreats, Wednesday February 8, 6:30 pm.  
The Life and Times of Meyer's Grove, Thursday, February 9 at 6:30 pm.  
A History Lover's Guide to St. Louis, Thursday, February 16 6:30 pm.  
YA Author's event in March.  
February 2, 2024 marks 100 years of the Washington Public Library. Plans are in the works for celebrating the event.

Sue moved that the Librarian's Report be approved. Leanne seconded the motion, which passed.

**Unfinished Business:** See HVAC above.

**New Business:** None.

There being no further business, Sue moved that the meeting be adjourned. Doug seconded the motion, which carried.

**Next Meeting:** February 27, 2023