

**Rock Hill Public Library**  
**Board of Trustees Meeting Minutes**  
**AMENDED**  
**April 8, 2019**

*Attendees: Trustees, Marty Harris, Chantal Hoffsten, Maud Jeanty, Ray Malon, Laurie Murphy, John Shoulberg, Paul Turney. Library Director Jennifer Conroy, Susan Hoch. Absent: Connie Schleeper, Bookkeeper Danielle Oettle. Meeting called to order: 6:16 p.m.*

**Approval of Minutes**

Laurie made a motion to approve the minutes dated March 11, 2019. John seconded. The motion passed unanimously.

**Financial Report**

Laurie asked about the building insurance. Jen said the library received a bill from the city after Danielle contacted the city. The library was also contacted by Daniel and Henry which asked for the latest audit. She is waiting to hear back from them about their insurance rate. She said the rate could be significantly lower than what the library is paying to the city currently for its share of the insurance. Laurie said the insurance needed to be separated from the city's insurance. Laurie also questioned the high cost of MLC subscriptions. Jen said it is because of Hoopla which is trending upward. Jen said the MLC budget is in July. Based on that, Laurie said it would be good to address this issue in September, noting that since the library is part of that budget, it should be in the minutes.

**Approval of Bills**

John made a motion to approve the Transaction List By Vendor dated March 11-31. Laurie seconded. The motion passed unanimously.

**Director's Report**

Jen brought up the need to pave the parking lot. She said Ron Meyer from the city is checking into paving the lot versus patching. Jen said one company will not consider patching the lot. Chantal said if it's too expensive, it is good to have a long-term goal. John said that Cinco de Mayo is coming up and asked about the city blocking off the library's parking lot. Consensus of board was that the lot should be blocked off during Cinco de Mayo due to liability concerns.

Jen said the library staff had its first phase of active shooter training by the Kirkwood Police Department. A Rock Hill police officer was also on hand.

She said she is continuing her search for a part-time person to replace Allie. She's had two interviews.

Jen said attendance has been good at library events. She's considering adding a mat yoga class for adults. She also said that summer reading planning is almost completed. The kick off will be

a family trivia night on May 31. She's looking for teens to help with the event. Laurie suggested that Jen contact Radio 63119 to publicize yoga and the trivia night.

Jen said the library passed its annual fire inspection.

She also noted that Sarah Erwin is leaving as the director of Kirkwood Public Library and Terrence Donnelly is retiring from Maplewood Public Library.

Jen also talked about the ongoing plumbing problem at the library. She said she walked in the library recently and smelled raw sewage. She immediately contacted Cordia Plumbing, the plumber who did the first plumbing fix for the library in 2013. Cordia came in to scope it and said the pipes were cracked back then when they repaired the lateral line. This year, after scoping it, Cordia said the sewage has likely been backed up for a year and that the cracks in the pipes were catching waste, so it has been building up for quite a while. Most of it appears to be toilet paper, but also personal or baby wipes. Cordia cleaned out as much as they could. They scoped it again after flushing everything they could and found actual holes in some of the pipes (the camera on the scope fell through a hole). Cordia suggested getting on a maintenance schedule (flushing the lines) once or twice a year after doing some or all of the repairs. MSD (Project Clear) would like a copy of the scope.

Ray said if the library doesn't do major repairs, at least it needs to be proactive and get the system cleaned out periodically. Jen said that could be once or twice a year. Jen said the other part of the problem is with the power of the toilet. She said it could cost \$15,000 to \$18,000 to fix all the cracked pipes. As an option to the plumbing problem, Ray suggested lining the pipes where they found the holes.

Jen said the most recent timeline for Project Clear is June, but MSD keeps pushing it back. Work should take 3 days

### **Unfinished Business**

Strategic Plan: Jen said due to the plumbing problem, other issues and her new position with the consortium as president, plus the Better Together proposal, she wants to table the strategic plan. She said the consortium is concerned about the future of libraries if Better Together passes. The board discussed the effort and decided not to hold up on the strategic plan due to Better Together. Chantal said the strategic plan allows the library to meet the needs of the community and how to better allocate resources. Laurie said the library has to come first. She said there will always be plumbing, parking lot issues. The strategic plan is for those very issues, Laurie said. Jen said her intention is to possibly do a shorter plan. Chantal suggested a committee meeting to begin brainstorming and to clarify what steps to take. Chantal said she'll send out a note for a committee meeting to John, Paul and Marty.

### **New Business**

Board Appointments/Re-appointments: Chantal made a motion to reappoint Ray and Connie to three-year terms beginning April 1, 2019. Laurie seconded. Motion passed unanimously. This

will be Ray's third term and Connie's first, 3-year term. Last year Connie was appointed to serve one year to complete Frederique Griffith's unexpired term.

Board Office Nominations: Chantal made a motion to nominate John as president, Marty as vice president, Paul as secretary and Laurie as treasurer. Ray seconded. Motion passed unanimously.

Laurie made motion to adjourn the meeting. Ray seconded. Meeting adjourned at 7:30 p.m.