

Richmond Heights Memorial Library  
8001 Dale Ave.  
St. Louis, MO 63117  
(314) 645-6202

BOARD OF TRUSTEES MEETING MINUTES  
Tuesday, January 20, 2026 at 5:30 p.m.

- I. Call to Order and Roll Call  
President Jolene Klingenberg called the meeting to order at 5:33 PM. Trustees present included Ms. Klingenberg, Betsy Simmons, Connie Agard, Jane Barker, Jan Niehaus, and Toni Schmidt. Judy Williams joined by videoconference.
- II. Citizen Comments  
None.
- III. Correspondence  
Kathleen presented correspondence with Mark Ellickson regarding sample surveys from his company, Opinion Research Specialists (ORS), as outlined in his presentation to November's board meeting. Samples were included in the board packet for trustee review.
- IV. President's Report
  - A. Finance Committee Draft Minutes, December 8, 2025  
Kathleen presented a table of tax rates for local libraries as reported on the FY24 State Public Library Survey. Following were copies of archived ballots provided by StL Co Board of Elections, showing that the last time the library asked the voters for a tax levy increase was in 1984, when voters agreed to raise the library tax from .10 to .25 cents per one hundred dollars.
- V. Library Financial Report
  - A. November and December 2025 Balance Sheets/Budget Report; November and December 2025 Commerce Bank Statement  
At the end of December 2025 the library had spent roughly 50% of its revenue, in line with being halfway through the fiscal year. 51.51% of funds remain.  
  
The county has contracted with a new system which has resulted in delays in disbursing tax revenue.

The most recently matured Treasury strip was reinvested in December with Commerce Bank.

**B. MOSIP**

An account with MOSIP has been created and money transferred to a liquid fund.

**C. Proposed Tax Rate Increases and Estimated Revenue Changes**

Kathleen presented a chart of the Library's' proposed tax rate increases and revenue estimates.

**VI. Director's Report**

**A. November and December 2025 and Statistical Report**

Kathleen presented a list of upcoming events, including Black History Month, tax prep, and Lunar New Year.

**B. City of RH survey report**

Through the company Discovery Works Collaborative, the City conducted a survey in November 2025. Results were presented for the board's review with attention to results concerning tax revenue and potential proposals.

**VII. Old Business**

**A. Draft Review:**

**1. F-001 Fiscal Policy**

The board reviewed updated language to this policy including stricter language regarding petty cash. Jan Niehaus moved, was seconded by Jane Barker, and the board voted unanimously to approve the policy as written.

**VIII. New Business**

**A. Survey of Residents**

Board reviewed survey samples and the proposal from ORS– Connie Agard motioned to approve proposal, seconded by Jan Niehaus, and the trustees passed the proposal unanimously by roll call vote: Jolene Klingenberg, aye; Toni Schmidt, aye; Betsy Simmons, aye; Connie Agard, aye; Jane Barker, aye; Jan Niehaus, aye; Judy Williams, aye.

Jane Barker also made a motion to add the online survey option. She was seconded by Betsy Simmons. The board approved the online option unanimously, also by roll call vote: Jolene Klingenberg, aye;

Toni Schmidt, aye; Betsy Simmons, aye; Connie Agard, aye; Jane Barker, aye; Jan Niehaus, aye; Judy Williams, aye.

**IX.** Adjournment

Jan Niehaus voted to adjourn the meeting, seconded by Toni Schmidt, and the board unanimously adjourned at 6:19 PM.

Prepared by: Ronya McCool

  
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Jan Niehaus, Secretary