Ste. Genevieve County District Library Board  
Board Minutes  
October 10, 2016

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on October 10, 2016 at 1:00 p.m. Those attending were Mary Abts, Cindy Nugent, Andrea Stolzer and Mary Jean Hoog. Others attending were Brad Arnold, Community Center Director, Becca Dyer, Jodi Ralston, library staff also attended the meeting. Guests included Bernice Noble, Friends of the Library coordinator and Robert Nugent.

The meeting was called to order by President Cindy Nugent. Roll call was taken Sheila Powel was absent.

Minutes of the previous meeting were presented. Motion to approve the minutes was made by Andrea Stolzer with a second by Mary Abts. Minutes approved by acclamation.

Financial Report:  
Brad Arnold presented the September 2016 Revenue/Expense Report and vouchers. The Holcim Pilot Payment has been deposited. Motion made by Mary Jean Hoog and seconded by Andrea Stolzer to accept treasurer’s report and payment of vouchers.

Director’s Report:  
- Debbie Musselman, MO State Library Director visited our Library  
- Reported on library usage statistics from June 9, 2016 thru September 10, 2016  
- Inquired about holidays and whether Library will remain open. Discussed Community Center policy in this regard. More discussion to follow.

Jodi Ralston reported that she was able to restore two of the “dead” computers; updated computers with Windows 10 and antivirus software.

Old Business:  
Discussed computer purchase proposals presented by Staff at September meeting. A motion to purchase Option 1 was made by Andrea Stolzer and seconded by Mary Abts. Approved by acclamation.  
Five (5) all-in-ones, costing $3,587.97. Two (2) of these are touch-screen capable.  
One (1) will be designated as a staff computer, which saves space at front desk.  
Four (4) will be patron computers.

A motion to purchase Option 1 of the software proposal for Microsoft Office was made by Andrea Stolzer and seconded by Mary Abts. Approved by acclamation.  
Sixteen (16) licenses of Microsoft Office 2016 priced at $800.00 without software assurance.

Board discussed the book purchase proposals also presented at the September meeting. Andrea Stolzer made a motion to approve Option 2 with a second by Cindy Nugent. Motion passed by acclamation.  
A monthly budget of $1000.00 for forty-eight (48) months to replenish the library’s permanent collection.

Friends of the Library Report:  
The used book sale was a success as well as the Flu Clinic held by the County Health Department. Weekly Story time is well attended. There will be another Intro to Essential Oils class in November. High school students will be coming in some evenings to assist patrons with technology issues. She is also exploring the option of offering GED/literacy classes and assistance.
**New Business:**
Board discussed inclement weather policy. The decision was made to allow Library Director and Director of Community Center to confer and make a joint decision keeping into consideration the safety of staff and patrons.
The library will be open on Veterans Day.
Brad Arnold reported in Presiding Commissioner Nelson’s absence that there is no TIF update at this time.
Surveillance Cameras – quit working – Recently purchased (7) months ago, being looked into.
Conference Table has been delivered to the Library; Chairs not in yet – 10 Chairs should be coming; probably by next meeting.

Next Board meeting: Monday, November 14, 2016, at 1:00 p.m., Library Meeting Room
Andrea Stolzer made a motion to adjourn with a second by Mary Hoog. Motion passed by acclamation.

Respectively submitted:

Mary Jean Hoog, Secretary