Ste. Genevieve County District Library Board
Minutes
December 12, 2016

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on December 12, 2016 at 1:00 p.m. Those attending were Mary Abts, Cindy Nugent, Sheila Powell, Andrea Stolzer and Mary Jean Hoog. Others attending were Library staff Becca Dyer and Jodi Ralston, Bernice Noble, Friends of the Library coordinator, Brad Arnold, Community Center Director and Presiding Commissioner Garry Nelson. Guest included Bob Nugent.

The meeting was called to order by President Cindy Nugent. Roll call was taken with all members present.

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 November 2016 Revenue/Expense Report and vouchers. Motion made by Mary Jean Hoog and seconded by Sheila Powell to accept treasurer’s report and payment of vouchers.

Director’s Report:
- Reported on library usage statistics for November
- Storage areas have been cleared of excess books and boxes
- Jodi reported on technology issues
- Per Director’s request: A motion was made by Andrea Stolzer to join the Missouri Public Library Directors with a second by Mary Jean Hoog. Motion carried by acclamation.
- Request to make one current part-time staff position a full-time position and to hire another part-time person
- A portion of the Library Policies Handbook made available to Board members was discussed. Board requested a rewrite of several policies including the “Inclement Weather Policy”. Becca will rewrite for further review.

Old Business:
Board reviewed the proposal from Klump’s Custom Woodworking for replacement of the front desk area. Book and closet shelves were eliminated from the original proposal. A motion was made by Andrea Stolzer to accept the bid proposal for front desk cabinetry from Klump’s Custom Woodworking at a cost of $11,820.00. Second made by Sheila Powell, approval by acclamation.

Friends of the Library Report:
- Reported on upcoming programs being planned
- High School tech support has been well received
- Exploring possibility of offering storytime to challenged adults
- Requested that supplies used for storytime could be paid from library funds

Commissioners Report:
Presented bill for legal fees from the County’s attorney from the separation from ORL
Reported that the County’s attorney will be meeting with Ste. Genevieve city attorney regarding TIF negotiations

Andrea Stolzer made a motion to go into closed session with a second by Sheila Powell. Roll call vote:
Mary Abts-yes; Cindy Nugent-yes; Sheila Powell-yes; Andrea Stolzer-yes; Mary Hoog-yes.
Closed Session Minutes:
Personnel issues and additional hires were discussed. More discussion is needed.

Reviewed proposed 2017 budget. Discussed adding a 2% cost of living increase to current staff wages. Motion made by Andrea Stolzer to include a 2% cost of living increase to all current staff wages in the 2017 budget. Second made by Mary Abts. Approved by acclamation.

Andrea Stolzer motioned to go out of closed session, second by Mary Hoog. Roll call vote: Mary Abts-yes; Cindy Nugent-yes; Sheila Powell-yes; Andrea Stolzer-yes; Mary Hoog-yes.

Next regularly scheduled Board meeting: Monday, January 9, 2017, at 1:00 p.m., Library Meeting Room
Mary Jean Hoog made a motion to adjourn with a second by Andrea Stolzer. Motion passed by acclamation.

The 2017 budget was approved electronically with all members voting yes. This budget includes 2 full-time employees, 3 part-time employees with the 2% cost of living increase for all current staff.

Respectively submitted:

Mary Jean Hoog, Secretary