Ste. Genevieve County Library District Board

Board Meeting Minutes

May 17, 2016

Ste. Genevieve County Library Board met at the Ste. Genevieve Community Center on May 17, 2016 at 6:00 p.m. Those attending were Mary Jean Hoog, Andrea Stolzer, and Cindy Nugent. Others attending were Garry Nelson, Presiding Commissioner for Ste. Genevieve County, Brad Arnold, Community Center Director, and Becca Dyer, Library Manager.

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

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

Interviews were conducted for three new hires for the Library. Hourly wages for the employees were discussed. Andrea Stolzer made a motion to hire three of the interviewees for the positions, Mary Jean Hoog made second. Passed by acclamation.

A motion was made by Andrea Stolzer to hire Becca Dyer as Library Manager with a raise in salary from her current pay. Second by Cindy Nugent. Motion passed by acclamation.

Under Old Business:

Brad Arnold presented the April 2016 budget and vouchers. Mary J Hoog made a motion to approve vouchers presented. Second by Andrea Stolzer. Approved by acclamation.

Annette Kettinger has resigned from the Board. The County Commission will begin looking for a new member to replace her. Cindy Nugent agreed to fill the role of President.

It was agreed that the credit card applied for will be listed in the Board Treasurer’s and the Library Manager’s names, not the Board President and Treasurer as previously discussed.

Discussed with Brad Arnold whether it would be possible for the Community Center cleaning staff to clean the Library. He agreed to look into it.

Under New Business:

Commissioner Nelson discussed with the Board the use of excess Library tax funds in the future. A motion was made by Mary J Hoog to have the County’s lawyer draft an intergovernmental agreement between the Ste. Genevieve County District Library Board and the Ste. Genevieve County Community Center to assign excess library funds to the Community Center at the Library Boards discretion. Second by Cindy Nugent. Motion passed by acclamation.

Andrea Stolzer met with Dr. Jeff Lindsey and Carrie Staffen of Ste. Genevieve R-2 School District to discuss services that the District could possibly provide to the County Library. A meeting will be set up at a later date.

Motion to adjourn by Mary J Hoog with a second by Andrea Stolzer. Motion passed by acclamation.

Respectfully submitted,

Mary Jean Hoog
Ste. Genevieve County Library District Board

Board Meeting Minutes

May 27, 2016

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on May 27, 2016 at 1:30 p.m. Those attending were Mary Jean Hoog, Andrea Stolzer, and Cindy Nugent, Mary Abts and Sheila Powell. Others attending were Garry Nelson, Presiding Commissioner for Ste. Genevieve County, Brad Arnold, Community Center Director, and Becca Dyer, Library Manager.

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

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

Brad Arnold presented the May vouchers. Mary J Hoog made a motion to approve vouchers presented. Second by Andrea Stolzer. Approved by acclamation. Board also discussed use of the credit card. A motion was made by Mary Jean Hoog with a second by Andrea Stolzer that there will be a $300 spending limit on the credit card without having to have a voucher for a purchase. Motion passed by acclamation.

Director’s Report: Becca reported that the barcoding is progressing smoothly. Evergreen will make the switch over to our Library from ORL at midnight, June 1. Overdrive is up and running and recognizing Ste. Genevieve County Library.

Library staff interested in creating a website. The site will be sgclib.org. A motion was made by Mary Jean Hoog with a second by Andrea Stolzer to create a website through Blue Host at a cost of $250 for 3 years. Motion passed by acclamation.

More shelving is needed for the library. It was agreed that the purchase should be made from the company that supplied the existing shelving. Commissioner Nelson agreed to look into this.

Board gave Becca go ahead to check into purchasing a desktop PC for the front desk.

Under Old Business: A motion was made by Andrea Stolzer with a second by Sheila Powell that the Community Center will take over the cleaning of the library. It will be cleaned three times per week at a cost of $400 per month to include cleaning and supplies. The cost will be added to the monthly rent. This arrangement will be reevaluated after three months. Motion passed by acclamation.

Under New Business: Commissioner Nelson requested that someone from the Board attend a meeting on June 3 with other county taxing entities to discuss issues involving the city and its handling of the TIF.

Dr. Jeff Lindsey, superintendent of Ste. Genevieve R-2 Schools would like to meet with the Board to discuss how the district could possibly provide services to the Library. We will meet with him at the Library on Tuesday, June 14 at 2:00 p.m. He will be included as part of our regular monthly meeting.

It was agreed that beginning in July, the Board will meet on the second Monday of each month at 2:00 p.m.

Mary Jean Hoog made a motion to adjourn with a second by Andrea Stolzer. Motion passed by acclamation.

Respectively submitted:

Mary Jean Hoog