

Sainte Genevieve County Library
Open Meeting
Board of Trustees
August 11, 2025

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, August 11, 2025 beginning at 11:59 a.m. at the Sainte Genevieve County Library located at 21388 Highway 32, Sainte Genevieve, MO 63670.

Roll Call: A quorum was established as Board President Jean Johnson, Treasurer Robin Reynolds, Secretary Robert Bach and Member-At-Large Cindy Nugent answered *aye* to a roll call vote. Library Executive Director Shawn Long was in attendance.

Approval of Agenda: Cindy Nugent made a motion to approve the agenda. Robin Reynolds voiced a second. All Board members present voted *aye* in a voice vote and the motion carried.

Public Comment: No member of the public was present. Cindy Nugent asked about the Library's presence at Jour De Fete. Director Shawn Long participated for the bulk of the day and spoke of Chomp Saws, book sales, and the promotion of upcoming Library events, etc., e.g. Nosteratu at the Orris, Mini-Golf, Makerspace; he also expounded on potential ideas for the 2026 event. He shared the thought of a family fun area where parents might rest while kids enveloped themselves in Library activities. Clouds of uncertainty may however veil such circumstances that may discourage Library participation in the 2026 event.

Approval of Minutes: Cindy Nugent made a motion to approve minutes from the previous meeting. Robert Bach voiced a second. All Board members present voted *aye* in a voice vote and the motion carried.

Financial Report: Executive Director Shawn Long went over the Financial Reports and line items. Robert Bach made a motion to approve the Financial Report. Cindy Nugent voiced a second. All Board members present voted *aye* in a voice vote and the motion carried.

Directors Report: Executive Library Director Shawn Long offered his Directors Report:

Setting the Tax Rate: Library Director long identified the current tax rate of 4.5% per \$100 per assessed value. Discussion was brief.

Employee Tier Concept: The voter-approved increase in the state minimum wage, at this date, appears stable. It becomes \$15.00/hr on the first day of 2026. Currently all Library employees are making \$13.75. Director Long promoted a potential employee Tier system targeting all employees with the intent to implement fairness, especially to long-term employees. He believes it paramount that people are compensated in concert with their longevity and Library knowledge and performance. He distributed job descriptions for board review. If approved, they will be effective January 1, 2026. The intent is to inform staff near the end of the year. Potential is:

Tier 1 (Library Page/Library Aide) \$15.00- (All new Front Desk staff start here)
Tier 2 (Junior Library Aide & Specialized positions) (\$16.00-\$17.00)
Tier 3 (Senior Library Aide) (\$18.00-\$19.00)

Upon mindful review, i.e. examination of each employee, their 2024 hours worked and performance, with a tier proposed for each, Director Long determined that it would increase the 2026 salary budget line item by ~\$4,000.

SEDAP Grant: Director Long discussed the SEDAP Grant in one way that may have offered an opportunity. He became aware of the county talking with the city about vacant buildings in the central business district and how the SEDAP Grant, perhaps via some proposed collaboration, might be used in combating the deficiency of business or retail store frontage. Director Long emailed the commissioners and the city administrator in this regard thinking the Library might pursue an extension in the city center. Director Long forwarded the grant information to the Library Board for review and discussion. Reasonable and frank discussion ensued with the decision made to not pursue the grant. The effort needing to be expended could not be equitably measured against the potential reward if successful.

Library Needs for 2026: Director Long has a vision for the 2026 budget. There are line items that rarely change but new challenges are on offer with the new year. National, state, and local politics offer a blend that makes forward vision translucent at best. Some items that may appear in the budget next year are: (a) the updating of the surveillance system- \$2,705 (Estimate from B&D Telecom), (b) an outreach program (currently looking at Little Free Libraries) (\$5,000 estimated) and, (c) converting DVD cases to secure DVD cases \$13,000 Estimated. The upgrade to the security system is significant.

Dollar General Summer Reading Grant: The grant process proved successful and will cover one year of Novel Effects for all card holders, \$850 in Picture books, and \$500 in giveaways that will allow the Library to host three months of Teen Book Boxes. Activity in Ste. Genevieve public schools will commence in September.

T-Mobile Place Making Grant: Director Long submitted a grant request in June and may have to wait until September to hear of success.

YMCA Takeover: Director Long has a significant concern with any liability that may occur subsequent to the official absorption of the Community Center, Sports Complex and Water Park by the YMCA on November first. Is current coverage sufficient? Does the commission provide coverage under a blanket policy? A formal letter to the commissioners with regards to liability was discussed and it was agreed that said letter, signed by all Board members, is to be sent requesting clarity on liability. Such will be discussed at the September meeting.

Trainings: With regards to the October conferences, the Friends have turned down supporting Library training this year so funds may originate from the Library's CFO account. Director Long spoke with the commissioners with regards to this training and it was stated there should be no problem in requesting the funds and depositing them into our Library account from which specific monies shall be extracted for conference payment. Robert Bach asked if any line items in the

current budget have funds that will remain unused for the remainder of the budget year. Director Long indicated affirmatively there are monies in budget accounts that will not be used. Robert Bach suggested looking at ways to use those stationary funds, perhaps by transfer to the Training Account.

Jour De Fete: The Library was present with Director Long manning the booth. He remained on duty until the three o'clock hour. Chomp Saws were exercised and Library presence was a success.

Mini Golf: The success of Mini Golf last summer will result in a reoccurrence on August twelfth and thirteenth during the hours of 10 a.m. to 5 p.m..

Nosferatu at the Orris: Director Long states this event is moving forward. It offers a silent movie masterpiece perhaps accompanied by a live soundtrack. It is the 1922 movie classic *Nosferatu*. The group that may provide the sound are *The Rats & People Orchestra*. They are a seven-piece band located in St. Louis.

Outreach Inspiration: Interest remained on Little Free Library's (LFL), a concept discussed briefly at previous meetings. Director Long is hoping this subject, and perhaps others, may be brought back from the October ABOS Conference that will be attended by Misty McElligott. A Bookmobile was discussed again but remains a distant concept. Budgeting, of course, constrains planning at present. So, anything Misty brings back will require digestion.

Tax Rate Approval: Robert Bach made a motion to retain the current Tax Rate of 4.5% per \$100 assessed value. Robin Reynolds voiced a second. All Board members present voted *aye* in a voice vote and the motion carried.

Meeting Adjournment: There being no further business before the Board, Robert Bach made a motion to adjourn. Cindy Nugent voiced a second. All board members present voted *aye* in a voice vote and the open meeting adjourned at 1:11 p.m. Next meeting is Monday, September 8th, 2025 at noon.

Respectfully:

Jean Johnson
Board President
Sainte Genevieve County Library



Robert E. Bach
Board Secretary
Sainte Genevieve County Library