

Sainte Genevieve County Library  
Open Meeting  
Board of Trustees  
October 6, 2025

**Be it Remembered:** A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, October 6, 2025 beginning at 11:57 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, Vice-President Melissa Otto, Secretary Robert Bach and Member-At-Large Cindy Nugent answered *aye* to a roll call vote. Library Executive Director Shawn Long and Assistant Director Lindsey Picou were in attendance.

**Approval of Agenda:** Melissa Otto made a motion to approve the agenda. Cindy Nugent 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. There was discussion among board members regarding community activity that focused on the perceived content of two books written for children.

**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. Cindy Nugent made a motion to approve the Financial Report. Melissa Otto 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:

**Story Walk Approved:** Director Long has received information that Valle Springs Trail will soon receive a new surface. Included in that resurfacing is the addition of a Story Walk. The park board will be purchasing twelve Story Walk frames that will be installed after the trail is completed. Director Long will confer with city personnel as to completion such that a Story will be ready for display. If completion occurs during November, Director Long will endeavor to have a Christmas book ready to go. A new Story will be displayed after the Christmas celebration. It is envisioned that new Stories will be offered four or six times during the year. Director Long will use a portion of the Library's program funds to purchase a few yard signs that will tell the public that something is new on the Story Walk. Lamination sheets will need to be purchased. A total cost may center around ~\$200 a year. This includes two books and the lamination sheets.

**Windows 11 Update:** The patron computers require a Microsoft Windows 11 upgrade by the end of the month. A person has been identified who will undertake the task of replacing the hard drives in our All-In-Ones and installing the new OS.

**Missouri Library Association Membership:** Last year Director Long registered as an individual MLA member rather than registering the Library itself. He did so to save money for the MLA conference that year. He indicated the Library could potentially benefit in a greater sense if it was registered as an institutional member. The biggest potential reward being recognition as an individual Library by the association. The cost for institutional membership is an annual \$300. Cindy Nugent made a motion to approve the annual institutional fee of \$300. Melissa Otto voiced a second. All Board members present voted *aye* in a voice vote and the motion carried.

**Dollar General Summer Reading Grant:** The grant has run its successful course and the required paperwork has been submitted.

**2026 Infinite Sums Rural & Small Libraries Cohort Grant:** The Library has applied for this \$10,000 grant. It is national in scope and it will be awarded to fifteen select library workers who will host math inspired programs. It includes a number of virtual activities as well as two in-person meetings with one each in NYC and Alabama.

**YMCA Changeover:** No communication from the YMCA has been received.

**Funding Conferences and Vacant Employee Position:** Available monies funding the lodging, etc., for the people participating in this month's conferences arrive at ~\$1,148. These dollars are a portion remaining after the departure of an employee in September and falls from a budgeted sum that remains available to that pay position which totals ~\$5,712. After robust discussion among board members present, it was decided that the Program Librarian position shall remain vacant and that the Director and Assistant Director take on some additional activities that would have been conducted by the Program Librarian. The budgeted salary remaining for the Program Librarian, minus the \$1,148 for the conferences, shall be proportionately divided and placed in the salary line items in the current budget for the Director and Assistant Director. The additional responsibility and the performance of the increased activity of both the Director and Assistant Director warrants the reallocation of salary to a greater amount. Robert Bach made a motion to allow the implementation of the above as stated. Melissa Otto voiced a second. All Board members present voted *aye* in a voice vote and the motion carried.

**Trainings:** This week Director Long will be attending the Association of Bookmobiles and Outreach Services (ABOS) gathering while Assistant Director Lindsey Picou, accompanied by Johna Bequette, will be attending to Missouri Library Association (MLA) conference.

**Library Needs for 2026:** Director Long is already engaged in budget activity for 2026. He cited four specific items that just may have line items in next year's financial blueprint; a surveillance system, an outreach effort, new microfilm machine, and DVD case conversion.

**Meeting Adjournment:** There being no further business before the Board, Cindy Nugent made a motion to adjourn. Melissa Otto voiced a second. All board members present voted *aye* in a voice vote and the open meeting adjourned at 12:59 p.m. Next meeting is Monday, November 10th, 2025 at noon.

Respectfully:

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Jean Johnson  
Board President  
Sainte Genevieve County Library



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Robert E. Bach  
Board Secretary  
Sainte Genevieve County Library