

Sainte Genevieve County Library
Open Meeting
Board of Trustees
September 8, 2025

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, September 8, 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, 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: Robert Bach 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.

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:

Employee Departure: The departure of Misty McElligott has created a vacancy that Executive Director Shawn Long will fill upon careful and deliberate review of all applicants. The vacant position is one of significance and due diligence is required. The Library wishes to maintain its outreach philosophy, thus the successful applicant shall exhibit a unique character.

Training: An opportunity exists for a staff member to attend the conferences in St. Louis that are being presented by the Missouri Library Association (MLA) and the Association of Bookmobiles and Outreach Services (ABOS); the fees have been paid for an employee that has departed thus offering an opportunity for someone else. One person has shown interest and Director Long will pursue confirmation.

Windows 11: Library computers used by patrons/staff have the Windows 10 Operating System (OS) which will experience *end-of-life* on October 14th. Microsoft has been messaging users for several months that support will end on that date. Some hardware configurations may be such that the Windows 11 OS may prove incompatible. Director Long is managing the update sequence and some machines may require new hardware components that Windows 11 requires.

Microfilm Machine Issues: Director Long identified an existing Kodak microfilm device that runs only within the Microsoft Windows 7 computing environment. The device remains operative but is obviously living in numbered days. No upgrade path is available. The Crowley machine obtained in 2021 suffers similarly, plus the machine series has been discontinued. A sad set of affairs with two devices at end-of-life. Director Long indicated that replacement hardware and software may be a 2026 budget entry at year end.

Program Update: Director Long will seek assistance from the FOTL when planning for the Christmas celebration. Thinking centers on not using library premises for any activity but, perhaps, screening the movie *A Muppet Christmas Carol* at the Orris. It will be a free event.

Dollar General Summer Reading Grant: The grant process proved successful and is unfolding. 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.

T-Mobile Place Making Grant: This effort proved unsuccessful.

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

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. Robert Bach voiced a second. All board members present voted *aye* in a voice vote and the open meeting adjourned at 12:46 p.m. Next meeting is Monday, October 13th, 2025 at noon.

Respectfully:

Jean Johnson
Board President
Sainte Genevieve County Library



Robert E. Bach
Board Secretary
Sainte Genevieve County Library