

STE. GENEVIEVE COUNTY LIBRARY

Board Meeting

Monday, January 11th, 2021

Noon

Be it Remembered: A meeting of the Ste. Genevieve County Library Board was called to order by the Board President Jean Johnson on Monday, January 11th, 2021 beginning at Noon at the Ste. Genevieve County Library located at 21388 Highway 61, Ste. Genevieve, Missouri 63670.

Roll Call: Board Members answering the roll call were Board President Jean Johnson, Cindy Nugent, Melissa Otto, Robin Reynolds and David Woods and Library Executive Director Shawn Long.

Approval of Agenda: A motion was made by David Woods to approve the agenda. Cindy Nugent seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

Approval of Minutes: Secretary David Woods amended the minutes because they listed Robin Reynolds approving the agenda but she was not present for the meeting or roll call. A motion was made by Cindy Nugent to approve the amendment. Jean Johnson seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried. Cindy Nugent made a motion to approve the minutes. Robin Reynolds seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

Financial Report: Library Executive Director Shawn Long went over the Budget. They are still spending down the 2020 budget and have not yet closed out the 2020 budget. MORNET is fully paid off out of the IT line item. Cindy Nugent made a motion to approve the Financial Report. Melissa Otto seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

Directors Report: Library Executive Director Shawn Long went over the Directors Report. The 2021 Budget was approved by the commissioners but the Book Bike was eliminated and Capital Improvements will be taken out of Infrastructure funds. There is an interview today for the Bloomsdale Library position. The Candid software is live now and offers 501 c3's and individuals grant availability opportunities. Princh Printing is now live. It allows users to download an app and print things off their cellphones to our printers for a minimal cost.

Hotspot lending was discussed and the policy was amended to state: "Failure to adhere to the Hotspot Electronic Device Agreement in any way includes, changing the hotspot, or not returning it to the library in person by the due date will result in the loss of Wi-fi privileges for a minimum of 30 days". A motion was made by Robin Reynolds to approve the Hotspot Lending Policy. Cindy Nugent seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

Executive Director Shawn Long then discussed Winter Cleaning and upcoming Staff Training.

Long then discussed the Homebound Program. This allows a bag of 10 books and a magnifier to be provided to county residents in a 15-mile radius to have books delivered. Delivery starts February 10th. The commissioners have offered a county vehicle for use. The board agreed that use of a county vehicle should be utilized for longer trips but not short trips.

Long then discussed the utilization of letters to address Lost Items from patrons. He has received 24 items back and will send a second letter mid-January.

The Summer Reading Program will have a theme of “Tails & Tales” that will mirror the Museum theme.

Long then discussed the many grants in the works:

The Senior Citizen Grant will provide Little Free Library’s for three locations in the county.

The Department of Economic Development Grant will be utilized for signage.

The Microfilm Grant will not digitize original unbound material but will provide an additional Microfilm machine.

The Dollar General Grant for Summer Reading will provide 4 I-Pads and STEM program materials.

The Community Development Fund Grant was also discussed.

The ALA Small and Rural Libraries Grant offers 30 participant’s nation-wide with 18 months of training in a library leadership role. Long will need two letters of recommendation to apply. The board will help Long in the process.

The board then looked at the year end total of Library Card Registrations of 263.

Unfinished Business: None.

New Business: Library Executive Director Shawn Long went over the Limited Use Agreement that we have with the Community Center. The only change from 2020 was a 1% increase in rent.

Public Forum: Board President Jean Johnson asked if anyone would like to speak. Nobody raised their hand to speak.

Meeting Adjournment: There being no further business before the board, a motion was made by Cindy Nugent to adjourn at 1:10 p.m. Robin Reynolds seconded the motion. Cindy Nugent, Jean Johnson, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

PRESIDENT – JEAN JOHNSON

SECRETARY - DAVID B. WOODS