

Ste. Genevieve County District Library Board

Minutes

January 14, 2019

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on January 14, 2019 at 1:00 p.m. Those attending were Cindy Nugent, Sheila Powell, Karen Stuppy, Robin Reynolds, and Mary Abts. Others attending were Elizabeth Rudloff, Library Director, Brad Arnold, Community Center Director, and Garry Nelson, Presiding County Commissioner. Guest included Jerry Klein and Bob Nugent.

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

Minutes of the December 10, 2018 regular meeting, the December 20, 2018 special meeting, and the December 20, 2018 closed session meeting were presented. Motion to approve all three minutes was made by Karen Stuppy with a second by Sheila Powell. Motion was unanimously approved.

Financial Report:

Brad Arnold presented the December 2018 Revenue/Expense Report and vouchers. See attached copies. Motion made by Robin Reynolds and seconded by Mary Abts to accept the December 2018 Revenue/Expense Report and vouchers. Motion was unanimously approved.

Commissioner's Report:

- Garry Nelson stated that it appeared, after reading the minutes of the December 20, 2018 closed session meeting, that the board should not have gone into a close session meeting. Discussing a new personnel position and making the motion to add the new position to the 2019 budget should not have been discussed in a close session. Garry stated that closed session regarding personnel issues is only for hiring, firing, or disciplining an employee. President Cindy Nugent did state that the discussion also included discussing a current employee to fill this new position, and that the board met with this employee during the meeting.
- Garry stated that the library board should pursue in getting the library its own federal tax id number. However, the board should use Ivan Schraeder, Ste. Genevieve County's legal counsel, if a lawyer is needed.
- Garry stated that Elizabeth's Holcim grant application for new flooring in the library has been pulled from the running. However, the County has an infrastructure fund and that Garry and the other two commissioners have agreed to pay for the library's new flooring from this fund.
- The library's high humidity issue was discussed. It will not be known for sure if the issue has been resolved until next summer. Garry left the meeting at 1:37 p.m.

Director's Report:

- The December Director's Report was presented by Elizabeth. Some of the highlights were:
 - A camera has been installed in the DVD portion of the library. The cost was \$315, which was under the estimated \$400.
 - The More.net contract will expire June 30, 2019. It will cost \$3,316 to have basic data base service for one year, and \$3,063 per year in a three year contract. Elizabeth will also be getting a quote from EBSCO Host on a data base package.
 - The library's contract with Ancestry Library needs to be renewed by February 1. It will cost \$1,400 to renew the membership. A motion to renew the membership with Ancestry Library for one year at the cost of \$1,400 was made by Sheila Powell and seconded by Karen Stuppy. Motion was unanimously passed.

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- Elizabeth received a letter from the State Auditor's office that the library's financial report is due by June 30.

Unfinished Business:

- Elizabeth submitted the library's 2019 budget to the commissioners. She currently has not been notified if the budget has been approved.

New Business:

- Karen Stuppy has been bonded as the treasurer of the library board. Although it is probably not necessary, Karen will have Sue Wolk, County Clerk, swear Karen in as the treasurer. The board approved to have Karen bonded through Teeple Insurance Company at the cost of \$486 via e-mail. See attached copies of the votes.

Public forum:

- Jerry Klein stated that ancestry.com is a good service and thanked the board for renewing the library's membership. He also stated that he thinks the current board works well together and is doing a good job.
- Bob Nugent wanted to promote the 'Show Me Space' program that will be held at the Grissom Center in Bonne Terre, MO on March 16.

Robin Reynolds made a motion to go into a close session meeting at 2:08 p.m. with a second by Karen Stuppy. Roll call vote: Cindy Nugent – yes; Sheila Powell – yes; Karen Stuppy – yes; Robin Reynolds – yes; Mary Abts – yes. All in favor. Motion passed.

Submitted By:

Mary Abts, Secretary

Cynthia Nugent, President