

Sainte Genevieve County Library
Open Meeting
Board of Trustees
February 12, 2024

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, February 12, 2024 beginning at 11:59 p.m. at the Sainte Genevieve County Library located at 21388 Highway 32, Sainte Genevieve, MO 63670.

Roll Call: A quorum was established as Board members 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: Cindy Nugent made a motion to approve the agenda. Robert Bach voiced a second. All Board members present voted **aye** in a voice vote and the motion carried.

Approval of Minutes: Cindy Nugent made a motion to approve the minutes for the December meeting. Robert Bach seconded the motion. 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. Robert Bach 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:

Friends Mini Golf Fundraiser: Director Long, in board reports from last year, mentioned that he found a company that brings mini golf programs to libraries. He had also mentioned this to the Friends group and they were very interested in it. Director Long envisioned the potential for the library to have an age 21+ event for an evening where participants may partake of limited alcoholic beverages. A conference with Community Center Director, Brad Arnold, determined that this was a Commission decision. It was presented to the Commission who voiced approval. Director Long was subsequently surprised to find the entire concept a news item in the Ste. Genevieve Herald. Director Long stressed that he had not brought it before the Library Trustee Board as yet, or the Friends Of The Library. Director Long hoped for, but did not necessarily envision, a positive commissioner response but was pleased when it was also affirmed by the Library Trustee Board as well.

Chamber of Commerce: The Chamber of Commerce's upcoming Gala is celebrating its 100th anniversary. Director Long asked if Board members might wish to attend the event and represent the library. Tickets are \$75 per person will take place on Friday evening, April 19th at 6:00 pm at the Elks Lodge. Tickets can be purchased either individually or by a 10-person group.

Annual Report: Director Long is currently working on the 2023 Annual Report. Numbers are looking really favorable. He is exploring a new direction by adding more of a “voice” to the report by including stories etc. from the community. Encourage people to provide some local character.

Potential Evergreen Improvement: The last Evergreen Meeting highlighted two potential financial questions. The **first** proves to be important and is in regards to being able to continue to send out text message reminders. Many tech companies are working on changing specific rules and limiting the ability for third party “bulk” text messaging. This could impact the libraries ability to send out reminders to library patrons. Currently the Evergreen Board and ED are looking at two options to help remedy this issue. Currently no cost has been discussed but such will be, no doubt, something we will be required to remit to maintain current service. The **second** is a discovery layer called Aspen. Aspen would lay on top of the catalog and greatly facilitate searching and enhancing the patron interface; making it more user friendly. This item is entirely an optional opportunity. However, it was said that if libraries moved forward with this as a group, the cost would be approximately \$2,000. If undertaken later costs just may double. More information may be forthcoming.

Grants: (1) a Penguin Random House Grant was submitted to help us improve our Large Print Collection; (2) a Senior Citizen Grant has also been submitted. The library now awaits confirmation of both as to either success or disappointment.

Potential Grants: The Coover Regional Vibrant Communities Grant attempts to address the human epidemic of loneliness and social isolation by creating meaningful ways to connect people with their communities. This grant must be submitted by February 22, 2024. Director Long is contemplative as to how such a grant might be exercised by the library..

Of Special Note: The library was one of 300 public libraries nationwide to receive Children’s Financial Education kits; they should be here in May or June.

End of Year Donation: The Shushbooth was ordered in early January and Director Long has been contacted by the shipping firm in regards to a delivery. He doesn’t have a firm date yet, but the required paperwork is ready. The shipping firm contacted the library and said that a lift gate cannot be used for this delivery. It will require a forklift. Director Long is in need of a loan of a forklift for not more than 20-25 minutes. Director Long has an alternate plan; a group of employees from both the library and CC maintenance staff assemble and just manually unload it off the back of the truck.

2024 Closure: The closure was very successful even though an extra day was needed due to our heater unit freezing. The temperature was 50 degrees when staff arrived on Tuesday and it didn’t get repaired until 10:00 am. There was concern with how long it would take to get the library up to a comfortable temperature for both employees and patrons. Some accomplishments during the closure were:

- Replaced four endcaps in the Adult section (had to empty both sides of the shelves)
- Replaced four shelves from Non-Fiction with our wider shelves

- Added four shelves to the Picture book & J sections
- Moved the Audio Book section to the back corner
- Moved our J Graphic, New J and J Biography section where the Audio section was
- Weeded our Reference collection
- Organized every drawer and storage area in the library
- Moved our tree and cleaned and reorganized the kid's area
- Put a desk in the kid's area, giving Abby her own space when she is working

Public Comment: An interested and experienced party presented a concept that is already in practice in some existing social organizations with the focal point being support for children that are of pre-kindergarten age and exhibit some delays in maturation. The focus of discussion was consideration of a process wherein toys can be checked-out, similar to books, to parents with children who exhibit those developmental delays. Toys checked-out would be returned on days identified during the check-out process. Items are generally toys but may include other items that may be of short-term benefit to children within the identified age group. The requirements for storage of items for this potential program ensued and Director Long did indicate space can be allotted in an initial effort to provide such a service at the library for those community families to whom such program would provide benefit. All agreed that the concept appears a good fit for a public library and Director Long offered a favorable voice. The discussion identified a number of issues that received ample remedy. Discussion being positive, Robert Bach voiced a motion to move forward with the proposal. Cindy Nugent seconded the motion and all board members present voted **aye** in a voice vote and the motion carried. Logistics remain but Director Long is confident of the programs eventual success.

Strategic Planning Update: Survey results are in and are very positive. Director Long has a copy should anyone like to review. Director Long is in continuing liaison with the organization developing the plan with another face-to-face meeting as early as the 13th. Current focus is on the history of the library and the community such that it attempts a look at future requirements.

Virtual Tour: This continues to be producing reasonable numbers. A good showcase for the library.

Library Visitors: Numbers remain steady and positive with request for library cards encouraging so early in the new year.

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 1:01 p.m. Next meeting is Monday, March 11th, 2024 at noon.

Respectfully:



Robert E. Bach
Board Secretary
Sainte Genevieve County Library

Jean Johnson
Board President
Sainte Genevieve County Library