

Sainte Genevieve County Library
Open Meeting
Board of Trustees
February 13, 2023

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, February 13, 2023 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, Cindy Nugent, Robin Reynolds, Melissa Otto (via Zoom), and Robert Bach answered **aye** to a roll call vote. Library Executive Director Shawn Long and Assistant Director Lindsey Picou were in attendance, as were Missy McElligott, the new library program manager and Sidney Strzelczyk, interested party.

Approval of Agenda: Robin Reynolds 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: In brief, Sidney Strzelczyk discussed the laudable reputation of the library and stated her desire to be considered a candidate for the board with the next vacancy. Her attendance is to observe and learn.

Approval of Minutes: Cindy Nugent made a motion to approve the meeting minutes. 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 Report and line items. Robin Reynolds 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 Director Shawn Long offered the following Directors Report:

Missouri Library Standards

Our standards as they relate to comparable expectations are as follows:

Essential-
Missouri Standard-75%
SGCLIB -96%
=====

Enhanced
Missouri Standard-85%
SGCLIB- 83%
=====

Exemplary
Missouri Standard 95%
SGCLIB 63%

Review may be needed in these and several other categories to ensure we are in, or within reach of, acceptable parameters. Currently, we sit well within the state library community. It must be said that libraries statewide differ in size, available finances, and staffing but many are measured by the same criteria as libraries more fortunate in the latter two.

Approval of Succession Planning Policy

A proposal identifying steps for the potential change in executive leadership was presented and discussed at some length. After thoughtful discussion a motion was offered by Robert Bach to approve the proposal as written. A second was presented by Melissa Otto. All board members voted **aye** in a voice vote and the motion carried.

Service Animal Policy

Such a topic can be influenced by both policy and sentiment. More so the former but the latter must be considered. Discussion focused on what defines a service animal as opposed to what some may call a comfort or emotionally supportive animal. Indeed, animals may be significant to a person's perceived wellbeing but a service animal has been defined by the *Americans with Disabilities Act (ADA)* as an animal that has undergone specific training in order to perform specific tasks as they may relate to the person to whom they have been assigned. The ADA had defined a purposely trained dog as the appropriate service animal. A policy specific to service animals within the confines of the library was presented and, after reflective discussion, Cindy Nugent offered a motion to adopt the policy as presented. Robin Reynolds seconded the motion. All board members voted **aye** in a voice vote and the motion carried.

Intergovernmental Agreement

The current agreement was presented just as a reminder of its existence and for the benefit of new members of both the county commission and the library. Little discussion ensued.

Trustee Training

A video is available for download and viewing and targets new board members. Executive Director Shawn Long can provide a link for interested parties.

Princh Cancelled

A lack of functionality and deteriorating connection problems forced the discontinuance of our Princh printing service. It was down excessively giving cause to frustration.

Community Foundation Grant

Our tree is complete and we are working on a shipping date. Kendall's Shipping guy is a bit delayed due to the ice last week but we are shooting for the end of February at the latest.

Building update

The door has been fixed and all worn equipment has been replaced!

The company where they are purchasing the building tiles from has added them as an approved purchaser, however we are waiting for the completion of the roof before the ceiling is moved forward. Leaks are still being identified and by all accounts the issue is the gutter system. Once that is done they will be able to hopefully get it done.

Bloomsdale

Awaiting a delivery date for our locker system and working on developing a coloring sheet for both St. Agnes and Bloomsdale elementary to design what the locker will look like.

Charlie Cart

Experienced good exposure in the SGHerald last week with our new Charlie Cart. There is a need to be ready for potential use by outside organizations, necessitating review of our current Policy and User agreement.

Lost Letter

After a lengthy investigation, lost items (letters) have been partially recovered; hoping to see a 50% return of those lost.

Varying statistics regarding technology usage, visitors, etc., were briefly discussed.

Next Meeting: The board came to a consensus to have the next meeting Monday, **March 13th, 2023** at noon.

Meeting Adjournment: There being no further business before the Board, Robin Reynolds made a motion to adjourn. Cindy Nugent voiced a second. All board members present voted **aye** in a voice vote and the Open Meeting adjourned.

Jean Johnson
Board President
Sainte Genevieve County Library



Robert E. Bach
Secretary
Sainte Genevieve County Library