

## **STE. GENEVIEVE COUNTY LIBRARY**

### **Board Meeting**

**Monday, March 7<sup>th</sup>, 2022**

**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, March 7<sup>th</sup>, 2022 beginning at 12:00 p.m. 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, David Woods, Library Executive Director Shawn Long and Assistant Director Lindsey Picou.

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

**Approval of Minutes:** Cindy Nugent made a motion to approve the February meeting minutes. Robin Reynolds seconded the motion. Jean Johnson, Cindy Nugent, Melissa Otto, Robin Reynolds and David Woods voted yea on a voice vote. Motion carried

**Financial Report:** Library Executive Director Shawn Long went over the Financial Report and line items. David Woods made a motion to approve the Financial Reports. Cindy Nugent seconded the motion. Jean Johnson, Cindy Nugent, Melissa Otto, Robin Reynolds and David Woods voted yea on a voice vote. Motion carried

**Directors Report:** Library Executive Director Shawn Long went over the following Directors Report:

## **New Business**

### **Staffing**

It has been brought to my attention (and I have seen it when I come in) that we are running into more Saturdays are becoming increasingly overwhelming for one person. The issue that we run into is I budgeted for only one person on Saturdays. Truthfully, I figured this would be the year that we would finally get back to normal and I can make this decision for the 2023 budget year. However, I am working with the staff to determine if an extra person is needed for every Saturday or just the occasional one.

I will reach out to the community center to coordinate when they have programs or sports at the complex and do a test with a few Saturdays during the next month or two. I will report back at the success or failure of this endeavor.

### **CLOSURES**

Due to weather conditions and poor roads, we were closed early on Thursday February 23 at 3:00 and then closed all day Thursday (because the community center was also) And we opened at noon on Friday to accommodate staff to get in safely.

### **Strategic Planning**

Melissa Otto volunteered to assist with the Strategic Planning.

## **Bike Race April 9<sup>th</sup>**

Jeff Wix the Director of Tourism and I have discussed a few ideas to work in collaboration with this new Gravel Road Race coming on April 9<sup>th</sup>.

I informed him that the only bike programming I really saw that other libraries do was a Book Bike or some Libraries actually check out bikes. He really like Both ideas and stated that this group is very focused on "giving back"

He suggested 2 ideas, 1. Taking Used bikes to check out at the library, or 2. Fundraising for our own Book Bike. I told him that both ideas would need to be run by the board especially considering the space limitations and how other locations does it. I would love to hear the board input on what they think about both of these ideas.

## **Opportunities:**

### **Maker Space**

It is time to discuss our options with the donation made for our Maker Space area. The first piece of equipment we are looking at is the Ricoh Large Format Printer. We have two options we can purchase it outright for \$10,355 (we would own it outright) we would then be billed monthly based on usage for a maintenance agreement. OR we can do a 60-month FMV (fair market value lease) for \$218 a month (Total comes out to \$13,080) With an option to buy at the end which is 15-20% of the purchase price. Let me know what you think. I can then place the order for it.



David Woods made a motion to purchase the Ricoh Large Format Printer. Robin Reynolds seconded the motion. Jean Johnson, Cindy Nugent, Melissa Otto, Robin Reynolds and David Woods voted yea on a voice vote. Motion carried.

### **Civil War Donation**

Tom Gremminger came by the Library to discuss a potential donation from his estate with me. He is very active in the Sons of Union Veterans group here in Ste. Genevieve and as such is a HUGE Civil War fan. Over his lifetime he has accumulated 4-5 shelves of Non-Fiction Books, 1 filing cabinet full of information and 1 full shelf of Ste. Genevieve Specific information, placed in 3 ring binders. He has already spoken to friends and family and no one has voice interest in this collection. He would like to donate it all to one organization if possible, to keep the collection together. I told him that we would be very much interested in the Ste. Genevieve Items as well as the filing cabinet of information. However, taking anything else as a full collection would have to be discussed as a full board. This donation will not happen soon. He just wants to make plans as to what happens to it after he passes.

## **Programming**

### **Snack & A Show**

March 21<sup>st</sup> from 5:00-6:30 we will be hosting our first Snack & a Show program. We will be sampling snacks from Japan while watching My Neighbor Totoro.

### **Movies in the Park**

I spoke briefly with Samantha Kertz with the Park Board about a 2022 Movie in the Park series. I told

her the library is more than welcome to utilize the equipment we have to put this on but would prefer not to be the sole supporter of the program. (We did have Shelter Insurance last year) Totals for the movies will be \$435-\$465 per movie however if we do 5 movies it drops to \$400 a movie. Samantha hopes to get more support from the park board this year. And decisions about this will be made soon.

### **StoryWalk®**

Rather than utilize the last grant from the community foundation for this program. I am working directly with the Parks Department to help fundraise specifically for this program.

## **Old Business**

### **Youth Services Position**

Jenya has stepped away until the summer and Brittany has turned down the position. I am currently considering our options with summer reading approaching we need someone in this position to help plan.

## **Grants**

### **Senior Citizen Grant**

Still waiting for official confirmation from the Senior Citizen Board to move forward with our programs

### **Dollar General Summer Reading Grant**

Grant was submitted on February 16<sup>th</sup> we should find out if we received it by May 15<sup>th</sup>.

### **Community Foundation Grant**

Currently we have 2 options: Our first is a Children's Area "Mascot" that will replace our pop-up tent and have a space for children to climb in and read or a ladder for them to climb on the top of his head. Or we are looking at some technology tables

### **Library by the Numbers**

The board reviewed the participation numbers of our various programs.

**Unfinished Business:** none

**New Business:** none

**Public Forum:** Nobody was in attendance besides those on the roll call.

**Meeting Adjournment:** There being no further business before the board, a motion was made by Cindy Nugent to adjourn at 1:07 p.m. Robin Reynolds seconded the motion. Jean Johnson, Cindy Nugent, Melissa Otto, Robin Reynolds and David Woods voted yea on a voice vote. Motion carried

---

PRESIDENT – JEAN JOHNSON

---

SECRETARY - DAVID B. WOODS