

Ste. Genevieve County District Library Board

Minutes

April 9, 2018

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on April 9, 2018 at 1:00 p.m. Those attending were Sheila Powell, Karen Stuppy, and Mary Abts. Cindy Nugent had an excused absence. Others attending were Jodi Ralston, Library Director, Brad Arnold, Community Center Director, and Presiding Commissioner Garry Nelson. Guest included Jerry Klein.

The meeting was called to order by Vice-President Sheila Powell. Roll call was taken with members present as mentioned above.

Minutes of the March 12, 2018 regular meeting and the March 26, 2018 special meeting were presented. Motion to approve the March 12 minutes was made by Mary Abts with a second by Karen Stuppy with the following corrections:

- 'Sheila Powell was assigned Vice-President of the Ste. Genevieve County library board' needs to be added.
- Under Unfinished Business, 'The intragovernmental contract between the Ste. Genevieve Community Center and the Ste. Genevieve County Library still needs to be signed' should be changed to read 'The lease agreement between the Ste. Genevieve Community Center and the Ste. Genevieve County Library still needs to be signed'.

Motion was unanimously approved with these added corrections.

Motion to approve the March 26, 2018 special meeting minutes was made by Karen Stuppy with a second by Mary Abts. Motion was unanimously approved.

Financial Report:

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

Commissioner's Report:

- Presiding Commissioner Garry Nelson attended a Missouri unemployment hearing on Friday, March 6, 2018 regarding the unemployment claim filed by a former terminated employee. No ruling was made.
- Andrea Stolzer turned in her resignation from the Ste. Genevieve County library board on Friday, March 6, 2018 effective immediately.
- The Bloomsdale addition will probably not be ready until mid-May. The contractor cannot finish the outside cement and asphalt work due to the constant rainy weather.

Garry Nelson was excused from the meeting.

Director's Report:

- The April Director's Report was presented by Jodi. Some of the highlights were:
 - Jodi reviewed recent and up-coming library programs. It was noted by Sheila that Jodi has done a good job presenting events on the local radio and channel 7.
 - Ingram, the vendor that provides shelf-ready books with MARC cataloguing records will not be ready to take orders from the library until late April/early May. They are still working out details with Evergreen. Jodi presented an example of the amount of

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codes that are involved in cataloguing a book. Two staff members, Margie and Lindsey, are currently going through the required Evergreen training to learn cataloguing.

- One of the microfilm machines received a software upgrade and installation and is now highly functional. The backup microfilm machine is too outdated for an update. It can be used to view images, but cannot print.
- Ozark Regional should be cutting Ste. Genevieve County Library a check for Ste. Genevieve's FY 2018 Athletes and Entertainers Tax Fund that was sent to Ozark Regional instead of Ste. Genevieve.
- Library stats for the time period of January 2018 through April 2018 were reviewed. Jodi is looking into whether the Wi-Fi stats are correct.
- The board told Jodi that books that are either donated to the library or weeded off the shelves can be donated to the Friends of the Library for their book sales.
- Staffing of the Bloomsdale addition was discussed. Due to the uncertainty of when the building will be ready in May, Jodi was told that she can plan on opening the Bloomsdale addition on June 1, noting that it could always be opened earlier if things go well.

Unfinished Business:

- The lease agreement between the Ste. Genevieve Community Center and the Ste. Genevieve County Library needs to be signed by Cindy Nugent, the president of the board.
- Finalizing the library policies is on hold while some questions are being reviewed by legal counsel.

New Business:

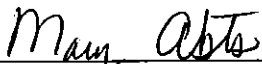
- Presiding Commissioner Garry Nelson is looking into possible candidates to replace Andrea Stolzer on the board.

Public forum:

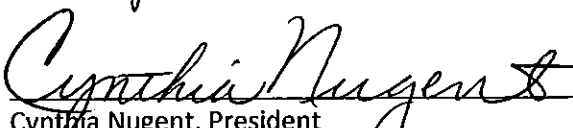
- There was no public forum.

Karen Stuppy made a motion to adjourn the meeting with a second by Mary Abts. Motion was unanimously passed.

Submitted By:



Mary Abts, Secretary



Cynthia Nugent, President