

Sainte Genevieve County Library
Open Meeting
Board of Trustees
April 13, 2026

Be it Remembered: An open meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, April 13, 2026 beginning at 11:59 a.m. in the meeting room of the Sainte Genevieve County Library located at 21388 Highway 32, Sainte Genevieve, MO 63670.

Roll Call: A quorum was established as Board President Jean Johnson, Secretary Robert Bach, Treasurer Robin Reynolds, and Member-At-Large Cindy Nugent answered *aye* to a roll call vote. Library Executive Director Shawn Long and Assistant Director Lindsey Picou were in attendance.

Approval of Agenda: Cindy Nugent made a motion to approve the amended agenda. Robin Reynolds voiced a second. All Board members present voted aye in a voice vote and the motion carried.

Public Comment: No member of the public was present.

Approval of Minutes: Cindy Nugent made a motion to approve minutes from the March Open and Closed Meetings. Robin Reynolds voiced a second. 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. Robert Bach 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.

Policy & Procedure Manual Review & Updates: Director Long proposed amendments to the Policy and Procedure Manual that underpin the Library's autonomy as contained in RSMo §182. There exists documentation confirming that the Ste. Genevieve County Library District was created by eligible voters on Tuesday, April 5th, 1960. Said documentation is found in County Court records contained in the archives of Missouri's Secretary of State. Cindy Nugent made a motion to approve Director Long's proposed amendments to the Policy and Procedure Manual. Robin Reynolds voiced a second. All Board members present voted aye in a voice vote and the motion carried.

Approval of Legal Expenses: Robert Bach made a motion to approve an invoice for ~\$2300 received from Lashly & Baer, P.C., for legal consultation. Cindy Nugent offered a second whereupon all Board members present voted aye in a voice vote and the motion carried.

Director's Report: Executive Director Shawn presented his Director's Report as follows;

Board Training Opportunity: Director Long indicated an event will occur on Tuesday, May 19th at the University of Missouri – Columbia. It is the Mid-Missouri Governance, Education and Resource Summit and its purpose is the training of board members across all spectrums. If any Board member is interested in attending please inform Director Long so reservations can be made. If no Board members wish to attend, Director Long will represent the Library.

Library Closure: The Library is currently at its maximum shelf capacity and staff has attempted to cull some titles. However, the issue is determining what to do with those titles removed from the shelves. Now that there are eight Little Free Libraries around the county a few culled books may find a home in those. Director Long requested closure of the Library for two days to orchestrate the cull however he hopes to coincide that closure with the arrival of Nooks that have been shipped and are expected soon. Staffing will require some thought during the closure. Director Long will email the Board when the Nooks arrive and will suggest closure dates. The Board responded positively to Director Long's request and a closure of the Library will be made known to the public via social media, etc.

Library Giving Day: The Library raised \$410 for Summer Reading! That's a pretty successful first year IMO.

Website ADA compliancy: The Library needs to be compliant by April 26, 2027. Director Long spoke with Michele Swaine from Ozark Regional. Ms. Swaine employed someone semi local to get her organization compliant. However, this person does not work on Wordpress sites. Director Long spoke to Mr. Bernie Grieshaber who indicted a large compliance company was contracted to do the Fire Districts however that incurred an on-going expense of \$2000 to \$4000 per month! Director Long opted to consult with Asa, a part-time Library employee, about working through the Library's website to reach compliance. The Board agreed to allow Asa an additional twenty hours per week for the time required to reach compliance.

Donor Wall: Director Long reached out to four individual companies for a quote on signage. He only received two responses and one provided him with a quote only. The other respondent provided three individual mock-ups, plus quotes. Requires further discussion.

Summer Reading: Patron feedback saw the Library move to a different App service this year. The App is called Reader Zone and the Summer Reading code is 97421. This is a more streamlined approach this year and people will be broken up in various reading groups.

Little Free Libraries: The Library has purchased eight Little Free libraries, sixteen signs and will purchase 4x4 posts, screws, and additional lumber from County-Do-It Center to build the necessary posts. Director Long will be speaking with Tim Flieg to coordinate placement at all locations.

Little Free Library Loop: Director Long indicated the Little Library Loop is the first of its kind. The Library will give prizes to those who visit a specified number of times.

Reservation Software: The addition of the three Nooks, plus our Shushbooth & Meeting Room, the Library will have five spaces available for people to reserve. Director Long believes policies and procedures are necessary to set an acceptable precedent with these items. Three software applications have been identified and, after impartial discussion and a brief demonstration, an application named ALLBOOKED was chosen that requires an outlay of \$99 per month. Robert Bach made a motion to adopt the chosen software. Cindy Nugent voiced a second whereupon all Board members present voted aye in a voice vote and the motion carried.

Community Facilities Direct Loan & Grant Program in Missouri: Director Long spoke to a representative for this grant. The conversation revealed the amount available to the community is less the 50k and they do not like supporting buildings at all. The response was a disappointment.

ARSL/ALA Grant: This Grant proved to be successful! Director Long is currently going through the training for it and the announcements can be made this week!

Training: Learning opportunities forthcoming are:

- April 24 Evergreen Conference (Columbia, MO)
- May 19 Governance Education Resource Summit (Columbia, MO) (Shawn/Board)
- MPLD June 4-5 (Poplar Bluff, MO) (Shawn Only)
- International Public Library Fundraising Conference- June 7-9 (Columbus OH)
- ARSL-September 16-19-(Montgomery AL)
- MLA-October 6-7-(Springfield, MO)
- ABOS- October 12-14-(Columbus OH)
- MPLD December 3-4 (Columbia, MO) (Shawn Only)

Technology Update: Bernie Grieshaber came the last week of March and uploaded their software on all of the Library's computers and got Login information for the network. Software testing and coordination remain. Staff have been asked to review systems such that current applications may be updated or replaced or deleted as needed.

Sale of Library Equipment: Director Long has put items out on the Library's Facebook page and spoken to a few local libraries. Sikeston & Ozark Regional are interested in a number of items. Theresa Woodward from Dragon Tales is a DVD display. A surplus of chairs remain.

New Items: Security Cameras have been installed. Nooks-Ordered & waiting for delivery, Chair reupholster- Nine chairs are done and nine remain! The final tally will see eighteen chairs refitted which should be sufficient.

Library Needs for 2026: Outreach program (Little Free Libraries) (\$5k estimate) (In budget). Microfilm Machine \$9,345 from E-ImageData, worth considering near the end of the year.

YMCA Use Agreement/Limited Use Agreement: Awaiting receipt of the completed Limited Use Agreement.

Meeting Adjournment: There being no further business before the Board, Cindy Nugent made a motion to adjourn. Robin Reynolds voiced a second. All board members present voted **aye** in a voice vote and the Open Meeting adjourned at 1:27 p.m. Next meeting is Monday, May 11, 2026 at noon at the Library.

The closed meeting that appeared on the agenda pursuant to §610.021(1) Legal/Litigation was deemed unnecessary.

Respectfully:

Jean Johnson
Board President
Sainte Genevieve County Library



Robert E. Bach
Board Secretary
Sainte Genevieve County Library