

Sainte Genevieve County Library
Open Meeting
Board of Trustees
May 8, 2023

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, May 8, 2023 beginning at 12:37 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, Melissa Otto, Cindy Nugent and Robert Bach answered **aye** to a roll call vote. Robin Reynolds was not present. Library Executive Director Shawn Long and Assistant Director Lindsey Picou were in attendance as was Missy McElligott, library program manager.

Approval of Agenda: Melissa Otto 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: No public attendance.

Approval of Minutes: Cindy Nugent made a motion to approve the minutes for both the open and closed April meetings. 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. Cindy Nugent made a motion to approve the Financial Report. Melissa Otto voiced a second. All board members present voted **aye** in a voice vote and the motion carried.

Directors Report: Library Director Shawn Long offered the following Directors Report:

Strategic Planning

Director Long spoke to the following companies in regards to identifying a company that can oversee and assist the library with a Strategic Planning program. The companies include:

Library Strategies Consulting Group
The Ivy Group
Aaron Cohen Associates

The average cost for this service could vary between 20-25K. The general consensus is this project will take all companies between 5 and 7 months to get done. As is the case of many of them (*although this is pulled from LSCG*), deliverables include a strategic plan rendered by in-house graphics team, support docs summarizing takeaways from each community engagement activity and a one-page dashboard that will allow the library to track progress on overarching goals over the lifespan of the plan. These are similar across all three companies so they are all relatively similar in elements.

None of these companies in question assist in ballot initiatives. But between community assessments and benchmark studies this will help the library illustrate how underfunded it is compared to other libraries in the area.

Director Long spoke with many of these companies about the library's funding issue as well as how this is not included in the budget but they were all receptive to starting this process at the end of 2023 and finishing up early in 2024 under a different budget. The next steps for the library would be sitting down with all of their quotes and maybe interviewing our top 2 and then preparing for moving forward.

Staying Legal

The proposed rule that Secretary of State Jay Ashcroft wrote will be going into effect at the end of this month. Rather than stressing out about what this could mean for the library, Director Long has committed to a wait and see approach. The MPLD have agreed to design and write a Collection policy that adheres to the rule in question. The library should receive something by mid-May from MPLD with a 'best practice plan' for the following policies; Collection Development/Management, Display, Meeting Room, Program/Event, Circulation/Use/Library Card Policy and the Reconsideration form. Once this comes through, Director Long will adjust all of the library policies accordingly and have them ready to be voted on by the June meeting.

Library Card Design

With the difficulties of getting community engagement to design our Bloomsdale locker, Director Long have changed his mind on having a Library Card Design contest. Instead ALA has a few designs we can purchase for our 2023 Cards. Director Long suggested something with character this year and would like Board input. Director Long has a magazine with 5 designs for Board review.

Edward Jones Program

Elaine Mooney came by and expressed interest in hosting some 'free to the community' seminars here at the library. Since this is a 'for profit' business Director Long wanted to just let the board know. However, she is opening this to everyone and is not charging and will be utilizing this as an education opportunity for the community with the hope that attendees work with her in the future. Director Long does not believe this violates our Meeting Room policy.

Glass Door needed

Director Long is working with Same Day Door out of Festus Mo for our glass door need. He had reached out to another company based out of St. Louis but they did not get back with him at all in regards to this request. Same Day Door has already done business here so they are familiar with the library's location and have already worked with the county so Director Long is confident in their abilities.

Building update

The library had 3 leaks identified since the last board meeting and the roofing company feels those have been repaired; no leaks have been seen since. Currently, the only thing the library is waiting on is the office ceiling. At the present time Director Long doesn't have any idea of when this will be finished, however if it isn't done soon it may be of only slight consequence.

Bloomsdale Locker & Ribbon Cutting

Two steps forward one step back! The locker is now communicating with our ILS however, D-Tech did not realize, even after Director Long said something early on, that the locker and the library are not on the same network. Our IT person, Tyler, has not installed a locker system like that before so the library is waiting to get a Tech person who has experience in this to assist the setting it up process.

In the meantime, the library has extended our design contest to the entire community through social media, so if a Board member knows anyone who is artistic and would like to try their hand please let them know.

Virtual Tour

Virtual Tour has been going like gangbusters!

Community Foundation Grant

The tree has been delivered and our patrons love him!

Playful City Lab

No changes at this time

Next Meeting: The board came to a consensus to have the next meeting Monday, **June 12th, 2023** at noon.

Meeting Adjournment: There being no further business before the Board, Cindy Nugent made a motion to adjourn. Melissa Otto voiced a second. All board members present voted **aye** in a voice vote and the Open Meeting adjourned at 12:57 PM.

Jean Johnson
Board President
Sainte Genevieve County Library



Robert E. Bach
Secretary
Sainte Genevieve County Library