

Ste. Genevieve County District Library Board

Minutes

May 13, 2019

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on May 13, 2019 at 1:00 p.m. Those attending were Cindy Nugent, Sheila Powell, Karen Stuppy, Robin Reynolds, and Mary Abts. Others attending were Shawn Long, Library Director and Brad Arnold, Community Center Director. Guest included Jerry Klein and Bob Nugent.

The meeting was called to order by President Cindy Nugent. Roll call was taken with all members present.

Minutes of the April 8, 2019 regular meeting were presented. Motion to approve the minutes was made by Karen Stuppy with a second by Sheila Powell. Motion was unanimously approved.

Financial Report:

Brad Arnold presented the April 2019 Revenue/Expense Report and vouchers. See attached copies. Motion made by Robin Reynolds and seconded by Karen Stuppy to accept the April 2019 Revenue/Expense Report and vouchers. Motion was unanimously approved.

Director's Report:

- The May Director's Report was presented by Shawn. Some of the highlights were:
 - Shawn discussed the library events that took place this last month. He felt that they were all well attended and were a success.
 - Shawn asked for clarification on whether Project Pioneer researchers need to pay for copies of materials made at the library. It was decided that all library patrons, including Project Pioneer researchers, need to pay for their copies using the library copy machine.
 - Shawn was told that rather than putting excess library shelves in storage, he can let other entities in the County use the shelving to display books at their locations. (Such as a nursing home). Both the Library and the borrowing entity will sign a contract stating any damages to the shelves will be paid by the borrowing entity, and the shelves will be returned to the Library if the Library needs the shelving.
 - Any computers no longer working will be recycled at electronic recycle days.
 - Computer 13 and 14, which were stationed at the wall leading into the conference room, have been removed from this area. The wall will now be used for projectors and movies during library sponsored events. Computer 13, which has been broken for some time, will be recycled, and computer 14 has been placed in the main computer area.
 - Shawn handed out the promotional papers for the children, youth, and adult summer reading program.
 - The MoreNet contract was discussed as to whether the contract should be renewed for one year or three years, and for basic or full service membership. A motion to sign a 3 year basic membership contract for the price of \$3,063 per year was made by Mary Abts and seconded by Sheila Powell. The motion was unanimously approved.
 - Shawn discussed the job description for the new full time position.
 - The air conditioning unit was down from April 29 through May 10. The AC company returned again today because it once more shut down.

Ste. Genevieve County District Library Board

Minutes

May 13, 2019

Old Business:

- The pros and cons of a tot drop off at the library while parents used the Community Center facility were discussed. It was decided that it would not be beneficial to the Library to provide a tot drop off.
- Brian was not able to install the Deep Freeze software into some of the older computers. Shawn will be budgeting to replace six to seven computers in 2020 budget instead of the planned three.
- Shawn discussed the purchases made with the recent grant monies.

New Business:

- It was discussed the lack of signage outside the building to let people know where the Library is located.

Public forum:

- Jerry Klein commented that if the library is not going to let Project Pioneer researchers make free copies, then patrons who make over 100 copies should get a discount.

Robin Reynolds made a motion to go into a close session meeting at 2:20 p.m. with a second by Karen Stuppy. Roll call vote: Cindy Nugent – yes; Sheila Powell – yes; Karen Stuppy – yes; Robin Reynolds – yes; Mary Abts – yes. All in favor. Motion passed.

Submitted By:

Mary Abts, Secretary

Cynthia Nugent, President