

STE. GENEVIEVE COUNTY LIBRARY
Board Meeting
Monday, June 20th, 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, June 20th, 2022 beginning at 12:07 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, Robin Reynolds, David Woods, Library Executive Director Shawn Long and Assistant Director Lindsey Picou and employee Kim Rapp.

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

Public Comment: Nobody showed to comment.

Approval of Minutes: Cindy Nugent made a motion to approve the May meeting minutes. Robin Reynolds seconded the motion. Jean Johnson, Cindy Nugent, 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

Juneteenth Holiday-

As you may have seen in the paper the county commissioners have selected Juneteenth as our 14th paid holiday, removing Columbus Day. Juneteenth is June 19th however since it landed on a Sunday it is recognized today. Since our meeting was rescheduled before this change was made staff will be floating this holiday if they worked and we will ensure next year's calendar will reflect this day off.

Training date needed-

There have been significant changes in staff since our January training. With the loss of Columbus Day in October there is no reason to postpone a staff training since it is needed now. I would like to plan on an August 8th training to go over many items including, circ policy, weeding, large format printer training, job descriptions, lost item procedures etc.

Color COVID-19 Testing Partnership

SGCLIB has been selected as a partner library for free COVID-19 Testing for our community. We would receive a Clinic in a box program and tests. The benefit to our library is twofold. 1st we would get a free yearlong membership for ARSL (Association of Rural and Small Libraries) as well as \$5.00 per tests administered. After discussing the concerns with my staff, I feel the benefits to this program are

not nearly as beneficial as the concern is to the staff. We are going to pass on this due to safety issues.

Summer Food Service Program 2023

I reached out to the State Summer Food Service program to see what the requirements are in being a food site for 2023.

September Training

We are booked to go to the ARSL Conference in Chattanooga TN September 14th-17th. We currently are planning on both myself and Lindsey on going and Kim is trying to see if she is able to go as well. If possible, I would love to have all full-time staff come since this may be as close as it will be to us for the next 4 years.

Fundraising-

The FOTL (Friends Of The Library) has booked a venue and program for August 5th to host Rock and Roll Bingo in our community. I will keep the board updated on specifics as they come in but I would love to see everyone attend if possible, to support them!

Programming

Summer Reading

We estimate we had 250 attendees at our Summer Reading Kickoff on June 4th. Everyone had a great time and a lot of positive things were said about the program. We also registered 22 library cards on that one day alone!

Adult Programming

Tech Classes for Seniors-7 participants registered for June. Since this is the first class Kim is taking it a bit slower than anticipated (our initial goal was to do a new session every month) However, the classes she developed are taking much longer than anticipated so she is extending the same class into July. Our new focus will be to do an evening senior tech class starting in August.

Reading to Seniors-Kim read to approximately 160 people at Riverview and St. Elizabeth's combined

Summer Reading Program Attendance

Movie in the Park-6 viewers

Care Fair-50 participants (estimated)

Story Time under the Stars-50 Participants

Meet the Author/RL Stine Event-60 participants

Movies in the Park

June 4th was a very busy day for our staff. I actually set up the movie in the Park. Sadly, there were only 10 attendees total to this program. (2 other families and a few volunteers)

Tie Your Shoes Program

This program was a tag team idea between Lindsey and Kim and we currently have had 6 kids come through the library and have a 100% success rate!

French Festival

We had 30 viewers at our French Festival movie.

Future Programming

End of Summer Reading Program-July 30th

Tea Program-

Boards & Boba- August 11th 5:30 pm. Board Games and Boba tea!

September 26-30 Will be our Financial Literacy Week in partnership with Bloomsdale Bank. We will host a Financial Story Time program at 10:00 am on that Tuesday, along with a Seniors Class at 12:00 and a Teen focused class that Thursday.

Old Business

Volunteers

The volunteer application was created and has been filled out by one interested volunteer. For the boards review I have included the application and volunteer handbook for your review. We hope as the library and programs grow, we will be able to accommodate more and more volunteers. I have spoken with Kim at the courthouse and it looks like we will be working on trying to get background checks done

Care Fair

The Care Fair was Wednesday June 8th. We had a decent turn out and promoted our new Adult Launchpad's. 95% of attendees already had cards and spoke very highly of the library and its services.

Maker Space

Our large format printer has been delivered and operational. We are working on identifying what paper we can order for it to offer our community a selection of sizes. We were informed that this printer needs to be consistently printed on in order to keep the ink heads clear so we will be printing large coloring sheets and posters for library programs. In the meantime, the library website has a form to fill out for people who want to submit things to be printed.

Grants

Senior Citizen Grant

Books and Launchpads have been ordered and the Launchpads have been cataloged and are ready for checkout. Kim is currently running a program this month with the idea of starting a new evening class in August.

Dollar General Summer Reading Grant

We have received the grant and items were officially purchased and stations were featured during our summer reading kickoff!

Community Foundation Grant

Grant was secured! Our down payment was sent last week and the estimated delivery date is the third week in September if all goes well.

NEW! ATT Grant- We applied for an ATT&MLA grant to help teach tech classes to our community. Hopefully we will hear something soon about this new grant.

Unfinished Business: none

New Business: Covered in Directors Report

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

Next Meeting: The board came to a consensus to have the meeting on August 8th, 2022 at noon.

Meeting Adjournment: There being no further business before the board, a motion was made by Robin Reynolds to adjourn at 1:15 p.m. Cindy Nugent 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