

Sainte Genevieve County Library
Open Meeting
Board of Trustees
August 14, 2023

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, August 14, 2023 beginning at 12:30 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, VP Melissa Otto, Cindy Nugent, Robin Reynolds and Sec. Robert Bach answered **aye** to a roll call vote. Library Executive Director Shawn Long and Assistant Director Lindsey Picou were in attendance.

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

Public Comment: No public representation, however a board member told of their hearing very commendable rhetoric voiced with regards to Misty McElligott.

Approval of Minutes: Cindy Nugent made a motion to approve the minutes for the open July meeting. Robin Reynolds 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. 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.

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

Commissioner meeting: On Monday August 7th Library Director Shawn Long, accompanied by library board members Cindy Nugent, Melissa Otto and Robert Bach, met with county commissioners to present the library's choice of a Strategic Plan partner. After Director Long's presentation, and a brief question/answer dialogue, the commissioners voiced support for the library's planning effort.

Additional staff needed next Summer: Experience has provided evidence that, from June to August, the library struggles to have adequate staff up front. During weekends and Story-Time the library find itself stretched thin, even with the inclusion of the Director and Asst. Director working in a support effort. The Tuesday and Thursday courier requirements, Story-Time needs, etc., guarantees those two days are a challenge allowing staff little respite.

Director Shawn Long, looking forward to next year, proposed hiring three additional part-time people for the summer months indicated above. This would be covered by a budget allocation between \$9,672 and \$10,374. They would be hired at the end of May, start working in June, and

depart by September 1. These additional staff would be dispersed to the day, evening and weekend shifts. Clear success with summer programs mandate additional seasonal staff.

Travel Expense Policy: Library staff must be technologically, academically and socially conversant with the wants of the community. National and regional events moderated by learned library advocates offer the unique opportunity for local staff to remain in tune with library trends. Attending such meetings requires a policy governing the expenditures that accompany said attendance. A policy was proposed by Director Long and discussed by the board. A travel policy, with approved amendments, received a motion to adopt put forth by Robert Bach. Cindy Nugent voiced a second. All Board members present voted **aye** in a voice vote and the motion carried.

Bloomsdale Locker: A successful test of the Locker system now allows patron usage. However, Director Long has reached out to a few Bloomsdale patrons to assist in further usage and communication testing to insure continued successful execution and to promote and advertise this service.

Summer Reading: Our summer reading program finished on July 31st with 307 participants arriving at an aggregate of 360,637 reading minutes. Certain established goals were achieved and both Children's and Teen prizes were awarded.

Roof: Known leaks remain in the library area. Damage is visible to both wall and ceiling. The Community Center and the Commissioners have been made aware of the issue.

Dial-A-Story: A pleasant event was announcement of a Dial-A-Story Program made possible by the support of our staff. The Story number is 573.984.1984. Plans are to unveil this program to the community in hope of securing future readers.

Outreach: Consists of events that library staff were present to showcase or promote library services throughout the county, i.e. festivals, community events, library pop-ups, Story Times outside of the library etc.

Strategic Planning: The role of public libraries has changed over the decades and appears to continue in an evolution; technology being one factor. Thus the library must plan for what may lie ahead. Aaron Cohn & Associates was chosen (*from a group of three*) to work with library staff to generate a plan upon which the library shall embark. A budget entry has been established and monies moved in with the intent of a 2023 beginning with an early 2024 completed plan.

Further Discussion: The Ste. Genevieve County Library is a stalwart in community cohesiveness in a number of ways. Bright and shining examples are programs for the younger generation as well as programs that any number of patrons, in mature age groups, may take advantage. The evolution of public libraries can only realize success if there exists the ability to meet the fiscal requirements. A return to a county tax rate that supports the library received board discussion. Needing further debate are the *what, where and when* topics and those will receive meditation in future meetings.

The Virtual Tour remains vibrant!

Next Meeting: The next meeting is Monday, October 9th, 2023 at noon. It was discussed and agreed that there will be no September meeting due to the proclaimed absence of one or more board members and potential travel of administrative staff.

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 1:17 p.m.

Board Training: To be continued in October.

Respectfully:



Robert E. Bach
Secretary
Sainte Genevieve County Library

Jean Johnson
Board President
Sainte Genevieve County Library