

STE. GENEVIEVE COUNTY LIBRARY

Board Meeting

Monday, September 14th, 2020

Noon

1. Be it Remembered: A meeting of the Ste. Genevieve County Library Board was called to order by the Board President Cynthia Nugent on Monday, September 14th, 2020 beginning at Noon at the Ste. Genevieve County Library located at 21388 Highway 61, Ste. Genevieve, Missouri 63670.

2. Roll Call: Board Members answering the roll call were Board President Cindy Nugent, Jean Johnson, Robin Reynolds (via speaker phone), Melissa Otto and David Woods. Library Executive Director Shawn Long, Library Employee Lindsey Picout and Bob Nugent (arrived at 12:20 p.m.).

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

4. Approval of Minutes: A motion was made by Jean Johnson to approve the minutes. David Woods seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried

5. Financial Report: Library Executive Director Shawn Long went over the vouchers and financial statements. A motion was made by David Woods to approve the Financial Report and vouchers. Melissa Otto seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

6. Approval of Tax Rate: The board approved this at the last meeting.

7. Directors Report: Ste. Genevieve County Library Executive Director Shawn Long went over the following Director's Report with the board:

8. UNFINISHED BUSINESS:

Department of Economic Development Grant

Still awaiting a response to see if we have received the grant at the time of this writing, I have asked representatives from the State Library the last 3 weeks and each time they have stated "They hope to have something by the end of the week"

I have spoken with Garry Nelson last Wednesday in regards to this and he has suggested I attend an upcoming commissioner meeting to put the request in from the county so we can discuss other options to assist our community.

Nine Hot Spots will cost \$16,000.

Employee Changes

We have hired Jenya Zougabe as our Youth Services Library Aid. She will be working Monday 11-7, Friday 8-4:30 and other shifts as we can fill them in. She comes highly recommended by all current staff.

Strategic Plan

I am currently compiling responses from our community and hope to have something to present to the board at the September meeting. The goal will be to identify areas that we can improve on and

what kind of steps we can take to reach those goals in the coming year.

Highway 32 Signage

Signs have finally been installed!!

HVAC

HVAC installation went well. We closed starting August 26 and were closed through August 28th. We are awaiting the installation of a cover for the thermostat to ensure no one moves it.

Mystical Creature Program

Kendall got back with me finally, Farmington has not chosen to do the Bigfoot display so we will have all 3 characters when we pick them up. I am working on getting some help in moving the characters from his location to ours. Once they are here they will stick around till 2021 since it looks like our big December program may be cancelled.

Troll



Kappa



Library Card Registrations for 2020

Month	2019 Total (MB/B)	2020	2020 Bloomsdale	Monthly Total	+/- Compare to 2019
January	41 (38/3)	34	4	38	-3
February	32 (29/3)	47	10	57	+25
March	20 (18/2)	26	0	26	+6
April (Ecard)	34 (34/0)	7	CLOSED	7	-27
May	43 (43/0)	CLOSED	CLOSED	CLOSED	CLOSED
June	55 (53/2)	26	1	27	-28
July	47 (44/3)	42	2	44	-3
August	51 (49/2)	27	3	30	-21
September	166 (163/3)				
October	36 (32/4)				
November	29 (25/4)				
December	29 (25/4)				
Total	583 (553/30)	209	15	155	

9. NEW BUSINESS:

We have a new board member!

I would like to welcome Melissa Otto to our Board! She was appointed on August 31st 2020. She brings a lot of experience from the education sector and will be a great addition to our board.

Library Card Sign up month:

We are working on handouts to go out to the schools to promote library services that are of benefit to students throughout the county.

Hoopla discussion:

I am slowly working on 2021 tentative budget and we have actually had suggestions from our surveys recommending we get the Hoopla service. If you have not been able to check out this service please let me know and I will resend you the login information.

Currently Libby cost us \$3,500 per year but has a limit on books. Hoopla has no waiting period and does a cost per title. They have music, movies, e-books and audio-books. There are also parameters to limit our cost exposure.

Scarecrow Contest

The Friends of SGCLIB have expressed interest in participating in this year's Scarecrow contest. The theme is Healthcare Hero's this year and the lamppost needs to be decorated by 12:00 noon on Friday October 2nd.

Supporting our Community: Tutor.com

Per a recommendation via Barb Rhinehart one of our staff members and interest shown in our surveys there is demand for tutoring services to meet the changing needs of our community during this time of uncertainty for our school aged patrons. With the support of Garry Nelson in the form of our C.A.R.E.S. funding we will be a Tutor.com partner library. This partnership will allow all residents in our community access to 7 hours of Tutors 7 days a week. The plan is to utilize C.A.R.E.S. funding for this program through the remaining 2020 year and then roll the cost for a full membership into our 2021 budget.

Tutors are available from 2 p.m. to 9 p.m. and there are 3,000 of them on the website available for live chat.

Nonprofit & Community Support:

With the support of both the Community Services Forum and Brad Arnold representing the Community Center Foundation I have applied for and received approval to become a Funding Information Network Partner. This program will allow both Non-profits in our community and patrons access to a resource for Grants and charities that will pair an organizations mission and vision with funders who support those types of programs. I am working on getting a Grant through them to pay \$500 of the fee for the first year and Garry has voiced support in the Community Services forum paying the remainder of the cost. Partner that with my previous non-profit experience we can offer resources that no other library in our region comes close to offering.

The cost is \$2,900 per year and will hopefully be available by the end of October.

Different Items for Patron use!

With the changing school year and our lack of programming we have utilized a portion of our programming & book budget to purchase some new items available to all patrons. These items are called Wonder books and Launchpads.

These devices are self-contained and do not need internet or wi-fi. They are pre-loaded with content and designed specifically by age and interest.

October 12 Staff Training

We are closed on this date however in years past this has been utilized as a training day. However,

we are contemplating just staying closed for that day due to 3 staff unable to attend. Lindsey and I are still discussing options.

Movie for October

Our Wizard of Oz movie in August was cancelled due to the increased interest in the program (we had over 50 shares which was almost 20 more than the Santa event which brought in 300) at that time the community was made aware of exposures at the community center two weeks prior. Needless to say, for the safety of the public and the image of the library I made the difficult decision to cancel it.

However, with that said we would like to try and show one before the end of the year. The issue is just how do we do it safely? We are contemplating ticketing the event in order to more closely control the amount of people. I would like to get the boards opinion on what you feel would be appropriate.

Survey Results

Our survey received 110 results over the course of a month and a half. Some interesting things to note:

- The bulk of respondents visit the library 1-2 times a week.

- Of 60 respondents 38% do not use us because they get their news from other sources, followed by 18% not needing to use it and 15% stating that our hours are not convenient.

- Social Media is by far the best way to reach our patrons followed by our website and promotion inside the library.

- 43% of respondents would like to see us increase programming in Local History, 35% increased children's programming, 29% crafts & fine art programming.

- All 110 respondents answered our hours question. 38% feel that our hours serve their needs, while 26% would like Sunday hours and 25% would like later weeknight evening hours.

- 95% of patrons use our library to either get books & DVD's or pick up holds. Our next biggest use was Just coming in to read or browse (31 %) followed by use of computers or internet (21% & 20%)

- Behind additional print materials (55%) our next requested budget item increase is E-Book and E-Audiobook (31% & 23%)

- 41% of respondents would like to see a Maker Space added to our services. 36% would like to see lectures or music nights, followed by STEM programming.

- In our Other column we received a few different suggestions throughout the survey. One of the biggest requests was to increase our Genealogy offerings (this showed up 8-10 times across ten questions) Other things suggested included: Bigger selection of wholesome literature for kids, More E-Books, more activities for kids 6-10, "It is too loud in there, You cannot concentrate at all Keep the library quiet!", more centrally located in the county, no screaming kids, please and people talking loudly on their cell phones, more privacy for noisy events, move it within walking distance of our local schools! Love the staff and changes! Expand genealogy. Make it bigger, larger selection of materials offered, programs offered and hours, Longer hours on Saturdays and have Sunday hours, move it within walking distance of schools,

MORE BOOKS! More textures and colors, more meeting rooms, closer to the downtown area, a children's area that is separate from the main library to cut down on noise. Location! Downtown would be so much better...that won't happen though. Have the kid's area even more separate from everything else?

"Way too many paperback books. Library has always had problems getting new books yet they keep the same old stale stuff. On the other hand, you got rid of a lot of classic books i.e. Agatha Christy...because it was moldy, so replace it. Have a computer designated for the card catalog with an easily accessible digital card catalog. Add music CD's, more homeschool supplies/curriculum/resources. Hoopla (2). Continuing Ed classes like Perryville. Computer Classes, how to use smart phones etc. Quiet time without very loud talking and kids running and squealing, Yearlong adult reading challenge weekly FB video or flyer for a recommended by your librarian book to checkout. Maker space, Cooking classes, newer science fiction novels/comic book or manga series, more adult programs, more movies, table top games, vegetable/flower seed library, Bookmobile/Hotspots, Meditation, Taxes and Credit management programs, Movies in the park, Lectures.

10. Moving of October Meeting Due to Closure: The board came to a consensus to have the meeting on October 6th, the first Monday of the month.

The board came to a consensus to not do the election of officers because it was not on the agenda but will be at the next meeting.

11. Public Forum: Board President Cindy Nugent asked if anyone would like to speak. Nobody raised their hand to speak.

12. Meeting Adjournment: There being no further business before the board, a motion was made by David Woods to adjourn at 12:55 p.m. Melissa Otto seconded the motion. Cindy Nugent, Jean Johnson, Robin Reynolds, Melissa Otto and David Woods voted yea on a voice vote. Motion carried.

PRESIDENT – CINDY NUGENT

SECRETARY - DAVID B. WOODS