

Ste. Genevieve County District Library Board

Minutes

October 8, 2018

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on October 8, 2018 at 1:00 p.m. Those attending were Cindy Nugent, Sheila Powell, Karen Stuppy, and Mary Abts. Robin Reynolds had an unexcused absence. Others attending were Elizabeth Rudloff, Library Director, and Brad Arnold, Community Center Director. Guest included Bob Nugent.

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

Minutes of the September 10, 2018 regular meeting and closed session meeting were presented. Motion to approve both the September 10, 2018 regular and closed session minutes was made by Karen Stuppy with a second by Sheila Powell. Motion was unanimously approved.

Financial Report:

Elizabeth Rudloff presented the September 2018 Revenue/Expense Report and vouchers. See attached copies. Motion made by Mary Abts and seconded by Sheila Powell to accept the September 2018 Revenue/Expense Report and vouchers. Motion was unanimously approved.

Director's Report:

- The October Director's Report was presented by Elizabeth. Some of the highlights were:
 - Nama Chibitty finished his Evergreen cataloguing training. He is now working at the Bloomsdale location on Thursdays.
 - Elizabeth is working on a project to re-label all the library books. She will be attending the MO Library Association annual meeting in Columbia, MO on October 9 through October 12. Elizabeth met with Mrs. Sullivan of More.net who reviewed the services offered by More.net. Elizabeth attended the commissioners' meeting last week.
 - The compressor of the library's air conditioner went out on October 2. A part had to be ordered and the AC should be fixed sometime this week. In the meantime, the library is staying open and using fans to blow in air from the Community Center's lobby.

Unfinished Business:

- Presiding Commissioner Garry Nelson has told Elizabeth that he will make the library's humidity problem a priority.
- Brad will check with Tom regarding the installation of a doorbell at the Bloomsdale location.
- Elizabeth showed the new memorial label being put in books that are donated in someone's memory.
- Elizabeth is getting caught up in the cataloguing.
- Bryan Gegg and Elizabeth are looking into the computer privacy issue. One possibility is installing Deep Freeze which wipes out any changes made to a computer when it is turned off.

New Business:

- Taylor Bequette will be starting story time at Wee World Day Care in Bloomsdale on October 9.
- The Public Library Survey is due November 15. Elizabeth gave each board member a copy to review before she submits the survey.
- Elizabeth is working on a policy manual.

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- There was a motion made by Sheila Powell and seconded by Karen Stuppy to move the November board meeting from November 12 to November 19 due to the observance of Veterans Day on November 12. Motion was unanimously passed.

Public forum:

- There was no public forum.

Karen Stuppy made a motion to adjourn the meeting with a second by Sheila Powell. Motion was unanimously passed.

Submitted By:

Mary Abts, Secretary

Cynthia Nugent, President