

Ste. Genevieve County Library Board Minutes:

December 9th, 2019

Ste. Genevieve County Library Board met at the Ste. Genevieve County Library on December 9th, 2019 at 12:00 p.m. Those attending the meeting were Cindy Nugent, Karen Stuppy, Jean Johnson, Shawn Long, Robert Nugent.

Motion was made by Jean Johnson to approve the minutes from the November 18, 2019 meeting. Karen Stuppy seconded the motion. All in favor yes, motion was unanimously approved.

Financial Report:

- The board reviewed the budget report and expenses and vouchers. After reviewing and discussing some changes that were made within the budget, Jean Johnson made a motion to approve the budget report and the vouchers and expenses. Karen Stuppy seconded that motion. All in favor yes, motion was unanimously approved.

Directors Report:

- Door counter was installed to count patrons coming in and out of the library to get a better handle on how many people are utilizing the library.
- Discussed bed bug scare that has been happening in some of the surrounding libraries. We have no issues at this time but we do have a machine to sterilize the books if needed.
- Shawn discussed having a Stem program over the summer and the Boy Scouts have a stem van that we can use to get that program kicked off for the beginning of our summer reading program.
- Shawn will be applying for the Dollar General grant for the summer reading program.
- The board discussed replacing sofas and individual chairs within the seating areas of the library. We will be replacing five sofas and eight chairs that will be black in color.
- Shawn is moving forward with the teen advisory board with the approval of the library board. Students from both schools and home school groups will be involved in this program with the first official meetings starting in February or March.

- Highway 32 signage is moving forward per Modot this has been approved and we should see something within the next few weeks.
- Robert Mueller will be picking up the old microfilm machines.
- Dvd theft is still an issue but we will putting the cases out on the shelf but the actual dvd's will be behind the library counter and when they are checked out the library staff will match the dvd numbered case to the actual disc to prevent these items from being stolen.
- Shawn is writing a grant for \$500.00 to cover the cost of the furniture and signage for the lactation room. No baby changing station will be in this room. That will be installed in the restroom within the Community Center.
- Shawn discussed the need by library patrons requesting notary services. He thought that would be a good service to provide and the library could make a profit from this service. A motion was made by Jean Johnson to provide notary service within the library and was seconded by Karen Stuppy.
- New library card registration was 29 for the month of November.

Unfinished Business:

- After some discussion concerning the lease agreement with the Community Center, a motion was made by Jean Johnson to approve the limited use agreement with the community center for fiscal year 2020 as written and Karen Stuppy seconded the motion. All in favor yes, motion was unanimously approved.

New Business:

- Board discussed making sure we get the additional board members that are needed for the vacant positions.

No public forum:

Motion was made by Jean Johnson to adjourn the meeting at 12:55 p.m. and Karen Stuppy seconded the motion. All in favor yes, meeting was adjourned.

Submitted by:

Karen Stuppy, Treasurer
Acting Secretary

Cindy Nugent, President