

Sainte Genevieve County Library
Open Meeting
Board of Trustees
December 11, 2023

Be it Remembered: A meeting of the Sainte Genevieve County Library Board was called to order by Board President Jean Johnson on Monday, December 11, 2023 beginning at 11:59 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, Robin Reynolds, Secretary Robert Bach and Cindy Nugent answered **aye** to a roll call vote. Library Executive Director Shawn Long was in attendance.

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

Public Comment: No public representation.

Approval of Minutes: Cindy Nugent made a motion to approve the minutes for the open November 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: Executive Director Shawn Long offered his Directors Report as follows:

December Santa Program: The Santa program will be December 15th from 4pm until 7pm. Board members (and spouses) are most welcome to attend! There will be live Reindeer for anyone who has not had an opportunity to experience the actual animal.

Moderation request: Misty was recently approached by a member of the Domestic Violence Division of the Community Services Board to moderate an upcoming event. The event is December 13th and since Misty has experience she has volunteered to undertake the task.

Valle Visit: The library had a visit from the Valle elementary and middle school on November 28th and 29th. Discussion focused on “hands on” literary and STEM activities and the consensus from the teachers was very positive!

Grants: Director Long will be writing the Senior Citizen grant this year for 12 SilverSpot Tablets. These all-in-one tablets will contain library services like Hoopla and Libby as well as any other community resources that would be appropriate for our senior citizen community. Currently the library allowing these items to be checked out in one month increments.

Office Space: The office addition/expanding project started on November 13th and was finished just prior to the December meeting. Construction delays were minimal with the Thanksgiving celebration being the only impeding circumstance. Director Long's office is complete with furniture. Assistant Director Lindsey Picou is currently painting her office but all shall be complete prior to the New Year.

Robin Westphal Visit: Ms. Westphal was vastly impressed with the Ste. Genevieve County Library, its programs, personnel, and constructive discussion conducted during her visit.

Phone for 2024: AT&T has been replaced with B&D Telecom. The AT&T contract shall be cancelled effective 31 December.

Personnel: Director Long spoke to Elizabeth Brodersen, who had voiced interest in a library position, and told her things have been declared static. The decision of the board was a disappointment to her but such was determined to be the best course of action for the moment.

2024 Closure: Discussion on dates for a temporary closure of the library was revisited from the November meeting. The dates are January 8th to the 12th, inclusive, with the library returning to normal business hours on Tuesday, January 16th (after Martin Luther King Day). The activity that will commence during the closure is moving book shelves, and completely reorganizing the entire library and work flow. The magnitude of the project may require additional time; something to implement should the need arise. Two large shelf units will need disassembly and reassembly in another space. This will necessitate a theoretical, if not practical, reorganization of the entire library.

Mental Health First Aid: Mental Health First Aid Training will happen on January 12th. A small breakfast will be present for attendees. The presenting organization will be providing Lunch and the training materials.

Strategic Planning Update: The Community Center has dispatched its questionnaire so trying to find an opportunity to allocate time for ours has been problematic. Hopefully, an effort to complete this can happen during part of the closure next month.

December 15th: An Enchanted Evening with Santa Claus will happen as a result of the library Friends Group having generously donated the cost of hosting the two reindeer mentioned above at our PJ Santa event and the Independence Center is graciously donating a snow machine!

December 16th: Santa Story time, 9am to 10:45am, for the Independence Center consumers. This program is specifically designed for patrons with disabilities. The Independence Center is promoting the program among their channels, however, the library is not.

Virtual Tour: This continues to be producing reasonable numbers. A good showcase for the library.

Library Visitors: The library surpassed 2021 total visitors by September of 2023!

Courier Issues: Courier issues have been rectified...for now.

Dial-A-Story: Numbers for September, November and, thus far in December, are less than twenty per month.

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 12:41 p.m. Next meeting is Monday, January 8th, 2024 at noon.

Respectfully:

Jean Johnson
Board President
Sainte Genevieve County Library



Robert E. Bach
Secretary
Sainte Genevieve County Library