

Minutes of the
Festus Public Library Board of Directors Meeting
June 9, 2022 @ 6:00 pm

Members Present: Mary Evans, Mark Peckham, Eric Baldonado, Vicki Cummings, Vicki Greminger, Beth Adam, Jenny Brummer and Director, Elizabeth Steffen.

Members Absent: Ellen Ravenscraft and Ron Scaggs

Call to Order: The regular meeting of the Festus Public Library Board of Directors was called to order at 6:00 PM by the President of the Board, Mary Evans. It was held in the meeting room of the Festus Public Library.

Consent Agenda: Jenny Brummer moved to approve all of the items on the Consent Agenda which included the Minutes of the May 5, 2022 meeting, Approval of Bills, Financial Report, and the Librarians Statistical Report. Mark Peckham seconded the motion and the motion carried.

Recognition of Visitors: Jennifer Schunaman was shadowing Elizabeth Steffen and graciously remained for the entire meeting.

Public Comments: There were no public comments.

Librarian's Report June 9, 2022

1. We had two items returned in the book drop with evidence of bed bugs. Luckily, I saw them outside and the items were placed in Ziploc bags. I also purchased more Ziploc bags in multiple sizes and flashlights, plus a heater built for killing bed bugs. A procedure was created for staff, and they have been trained on what to do. The patrons have been notified and a note has been added to their record. So far, we have not seen any more evidence.
2. Summer Reading began June 1st. Registration began May 23rd. Grades 2-6 and adults are leading in sign-ups. Our kickoff event will be Mad Science at the stage in Crites Park. It is for all ages and sounds like it will be a lot of fun. We are utilizing the city's new program, CivicRec, to allow patrons to register for events. It will give us a more accurate count of attendees. June highlights include Mad Science and MO Kids Unplugged.
3. Storytime will be back in-person on Thursday, June 9th at 10:30 AM. Registration is required to control the amount of people in the room. Carla and I are hoping to keep it in-person, but we will keep an eye on Covid numbers.

4. The HVAC system needed emergency repair. The compressors were going out in RTUs 1 and 2. The cost to repair the two compressors and have the coils washed was \$9763. I took it to the city council on May 23rd and it was approved. The money will come out of the general fund.
5. First Nurse, which is part of MIRMA, had to be called due to an injury to Nancy's eye. Nancy was trying to change a lightbulb by the passport office and the bulb broke. Something fell in her eye so First Nurse recommended going to urgent care. There was no glass, but they thought it was dirt. She went back for a follow-up and is fine. She has learned to leave the lightbulb changing to Jim Tindall.
6. Gail is working on a video tutorial for Beanstack. She is making good progress and will have it ready to upload soon.
7. The two scheduled Money Smart programs with Bloomsdale Bank were a disappointment. No one showed up for the first session, so we decided to cancel the second session. We are going to try again in the fall.
8. The St. Louis Area Diaper Bank reached out about becoming a partner. They are looking to expand into Jefferson County. They offer free diapers and period supplies. Diapers are packaged in bundles of 25 and parents can receive two bundles a month. Period kits are given out one per person per month. There is a fee to be a partner. We would partner at the Tier 1 for both diapers and period supplies and the fee would be \$690. I haven't decided on whether to go forward or not.
9. I have completed the Advanced Cataloging certification through Missouri Evergreen and passed.
10. Hannah Richardson is in the process of completing her MBA and has almost completed her CPA testing. Because of this, she has let me know that she will be leaving at the end of December to begin an accounting position. We will miss her but wish her well.
11. The library will be closed Monday, June 20th for the Juneteenth holiday.
12. I will be attending the Missouri Public Library Directors conference on Thursday, June 2 and Friday, June 1st.

Friends of the Library Report: Vicki Cummings reported that the Book and Burger truck had to be canceled due to rain but that they will try again in July. The Book Truck that the friends purchased has been ordered.

Unfinished Business:

- Strategic Plan - Eric Baldonado will send information for the board members to work on for the next meeting in August.

New Business:

- Election of Officers - New officers will begin as of August of 2022. The officers elected are as follows:
 - Vicki Greminger nominated Bethe Adam to serve as Secretary. Vicki Cummings seconded the motion and the motion passed.
 - Mark Peckham nominated Jenny Brummer to serve as Vice President. Vicki Cummings seconded the motion and the motion carried.
 - Jenny Brummer nominated Mark Peckham to serve as President. Vicki Greminger seconded the motion and the motion carried.
 - Bethe Adam nominated Eric Baldonado to serve as Treasurer. Mark Peckham seconded the motion and the motion carried.

- Meeting Room Request:
 1. Andrea Facio, Master Gardener, applied to use the meeting room to teach organic, backyard gardening on Tuesdays and Thursdays. Jenny motioned to approve this request. Vicki Cummings seconded the motion and the motion carried.
 2. Missouri First Steps applied to use the meeting room for early intervention consults from July through December. Eric Baldonado moved to approve this request. Mark Peckham seconded the motion and the motion carried.
 3. ATLAS Youth Outreach's Jeff Elden applied to use the meeting room for mental health education for teens. The board asked for more information on the dates and the purpose of this request.
 4. Children's Advocacy Center of East Central Missouri applied to use the meeting room for a regional advocate peer review. Jenny Brummer motioned to approve this request. Vicki Greminger seconded the motion and the motion passed.
 5. Festus 4H Club applied to use the meeting room for their club meeting. The hours they chose conflicts with the normal Library hours. Elizabeth Steffen will inform them of the conflict and ask if they could move the meeting time to Saturday morning when the Library is open. Vicki Cummings motioned to approve their application if they move their meetings to Saturday morning during regular Festus Library hours. Vicki Greminger seconded the motion and the motion carried.

- Saturday 4th of July Closing - Vicki Cummings made a motion for the Library to close on Saturday, July 4th, 2022. Mark Peckham seconded the motion and the motion carried.

Other:

- Mary Evans encouraged all of the board members who are not already signed up for the summer reading program to do so.
- Mary Evans wanted to inform the board of a possible petition for non-residents to become patrons of the Festus Public Library for a shorter period of time for a reduced fee, such as a summer library card. She encouraged the board to consider the reasons for resident and non-resident cards.
- Mary Evans encouraged the board to get to know potential board members before accepting them to the board. She encouraged a time to meet with some of the board and orient them on the responsibilities of a board member and to learn more about them as well.
- The Board, as a whole, is thankful for Mary Evans' 9 years of service on this board and also the service she has and will continue to do for the Library through The Friends of the Library and more.
- As a final note, Mary Evans stressed to the Board their responsibility as advocates for the Library.

Adjourn:

Mark Peckham made a motion to adjourn the Library Board meeting. Jenny Brummer seconded the motion and the motion carried. President Mary Evans declared the meeting adjourned.

Respectfully Submitted,

Bethe Adam