

Minutes of the
Festus Public Library Board of Directors Meeting
September 1, 2022 @ 6:00 pm

Members Present: Jenny Brummer, Courtney Wisely, Vicki Cummings, Vicki Greminger, Ellen Ravenscraft, Ron Scaggs, Beth Adam, and Director, Elizabeth Steffen.

Members Absent: Mark Peckham, Eric Baldonado

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

Consent Agenda: Ellen Ravenscraft moved to approve all of the items on the Consent Agenda which included the Minutes of the August 11th, 2022 meeting, Approval of Bills, Financial Report, and the Librarians Statistical Report. Vicki Cummings seconded the motion and the motion carried.

Recognition of Visitors: There were no visitors.

Public Comments: There were no public comments.

Librarian's Report September 1, 2022

1. Carla has tallied all the numbers for Summer Reading and the numbers are up from last year. I've included the stats in your board packet. One thing Carla counted this year that we hadn't before was the school districts participants were from. We had representation from 18 school districts including Antonia, Athena, Claymont, Crystal City, Festus, Good Shepard, Heritage, Hillsboro, Jefferson R-7, Northeast Elementary, Our Lady, Pevely Elementary, St. John's Lutheran, St. Pius, Twin City Christian Academy, Windsor, and homeschooling. It is a stat we will continue to collect going forward.
2. We continue to have issues with the unhoused in the area. One gentleman had to be trespassed by the police after he approached a staff member and made them uncomfortable. He then proceeded to follow a patron out to their car. He has not been back since. I called the police to check on someone that was laying on the ground on the west side of the library to make sure they were okay earlier that same week.
3. There was a group of pre-teens/teenagers who were a bit of a nuisance a week or two before school started. Trying to access inappropriate websites on the

OPAC computers, leaving trash around the library, unplugging wires from one of the OPACs, not wearing shoes in the library. They have not been in since school started.

4. We had the intellectual freedom training on August 12th. It went very well, and staff got a lot from it. Thank you to the board members who were able to attend. In addition to library staff and board members, Karen Pope, the Festus High School librarian, was able to take part. She was invited by Jenny Brummer, board member and Festus Intermediate librarian.
5. Yoga has been canceled. Eddie Dowd, the instructor, is dealing with some health issues that are keeping him from teaching. We hope that he starts to feel better and be able to teach again soon.
6. The gardening class is only on Thursday afternoons now due to lack of attendance. There had been no one coming to Tuesday evenings, so it has been cancelled.
7. Councilwoman Staci Templeton will be giving several presentations in September, October, and November on social security and Medicare. The September dates are Thursday, September 22nd at 2 PM and Saturday, September 24th at 10 AM.
8. Parents as Teachers received a donation so that their families that do not live in city limits could get a library card. They are sending over a list of names who are eligible for cards.
9. The city provided lunch for all city employees on Thursday, August 24th. The food truck Picture Perfect Paninis was parked at the Band Building. Library staff took turns going over to get lunch. They could stop by and eat even if they weren't scheduled to work.
10. The library will be participating in Festus R-6 Fridays this year. Each Friday, students from the Festus Schools will choose a business that participates and bring in goodies and swag to that business.
11. I will be out of the library September 29th and 30th to attend the Missouri Library Association conference in Springfield.

Friends of the Library Report: Vicki Cummings reported that the Friends will be holding their work days next week to prepare for the book sale.

Unfinished Business:

- **Strategic Plan** - The board discussed more goals and survey questions. It was decided that each member would create survey questions to be discussed at the next board meeting.

- **Credit/Debit Cards** - Elizabeth Steffen met with the Michelle Vaughn and Stephanie Cunningham to discuss the use of credit and debit cards at the Library. They both recommended to go with BS&A. This company will allow the Library to swipe cards remotely through the city. The funds will be put into the correct accounts. The city has approved and the machine has been ordered.

New Business:

- **Meeting Room Applications** -
 1. American Christian Fiction Writers of Saint Louis and Cape Girardeau areas would like to use the meeting room as their monthly meeting place to develop skills and discussion. The board will discuss at their next meeting.
 2. Girl Scouts of East Missouri wants to use the meeting room for their troop meeting. Ron Scaggs made the motion to approve this application. Ellen Ravenscraft seconded the motion and the motion carried.
 3. First Steps of Missouri applied to use the meeting room for their team meeting. Ellen Ravenscraft moved to approve this application. Vicki Cummings seconded the motion and the motion carried.
 4. Edward Jones applied to use the meeting room for an educational class. Ron Scaggs made the motion to approve this application. Vicki Cummings seconded the motion and the motion carried.

Other:

- **Plexiglass Barriers** - The plexiglass barriers were discussed as some library employees asked if they could be removed as they make it difficult to communicate. Elizabeth Steffen will ask all of the Library employees to ensure that they are all comfortable with the removal before making the final decision.

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Adjourn:

Vicki Cummings made a motion to adjourn the Library Board meeting. Vicki Greminger seconded the motion and the motion carried. Vice President Jenny Brummer declared the meeting adjourned.

Respectfully Submitted,

Bethe Adam