

Minutes of the
Festus Public Library Board of Directors Meeting
December 8, 2022 @ 6:00 pm

Members Present: Mark Peckham, Vicki Cummings, Vicki Greminger, Ellen Ravenscraft, Bethe Adam, and Director, Elizabeth Steffen.

Members Absent: Jenny Brummer, Courtney Wisely, Ron Scaggs, 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 President of the Board, Mark Peckham. It was held in the meeting room of the Festus Public Library.

Consent Agenda: Vicki Cummings moved to approve all of the items on the Consent Agenda which included the Minutes of the November 3, 2022 meeting, Approval of Bills, Financial Report, and the Librarians Statistical Report. Vicki Greminger seconded the motion and the motion carried.

Recognition of Visitors: There were no visitors.

Public Comments: There were no public comments.

Librarian's Report December 8, 2022

1. Winterfest was a huge success. Carla, her volunteers, and staff made up 388 Grinch ornament take-home crafts. We gave away all of them and still had people asking for them. We had 1317 people come through the door that day.
2. As part of Winterfest, we housed the decorated cookie contest. There were 9 entries from three age groups. Cookies were judged 1-5 on creativity, originality, neatness, and consistency. The winner in each category receives a \$50 prize.
3. The library participated in Comtrea's Tree-mendous Christmas Fest by creating a wreath. The proceeds raised went to A Safe Place Domestic Violence Shelter. We decoupled the covers of Christmas books onto wooden disks to decorate the wreath. It sold for \$10 and went to a good cause.
4. The library has partnered with Aunt Flow to provide free menstrual products in the women's public restroom. The library didn't have any menstrual supplies in the bathroom, and it felt like that should be a service we offer. So far, patrons have been respectful and have not cleaned it out all at once.

5. I will be holding interviews for the open 15-hour position on Monday, December 12th at 10:30, 11:30, and 2:30. I will need a board representative on the interview panel, so if you are available, I would appreciate it.
6. With Hannah Richardson leaving on the 16th, some of the staff will be shifting hours in the new year. Lisa Harris will go from 28-hours per week to 20-hours per week. Grace Chaney will move from 15-hours per week to 28-hours per week. The new hire will work the 15-hour position opened by Grace moving to 28-hours.
7. Gail O'Shea has completed a video tutorial on how to use the desktop version of Beanstack. We will be getting that loaded to our website soon. Gail plans to do a how-to video of the Beanstack app next.
8. The Leader interviewed me about Beanstack and how we use it. They had heard about it at the Jefferson County Library and wanted to find out how other libraries in the area are using it.
9. We were scheduled to have our first blood drive in almost three years on December 1st, but it was canceled due to staffing shortages. We are scheduled to hold another one in February.
10. A patron is generously donating three ukuleles to the library and is wanting to start a ukulele club. We are very excited about the donation and the club. It will be the first of the year before it gets going.
11. We are excited to have Mark Glenshaw back in the library on Saturday, December 17th at 10:30 AM for his presentation on owls in Forest Park. It has been popular when he has presented it in the past, so we hope to draw a big crowd that day.
12. We will also do a star party with the St. Louis Astronomical Society on Tuesday, March 28th at 7 PM. It's been a long time since we have held one, so it should be a good time.
13. The library will be closed Friday, December 23rd through Monday, December 26th for the Christmas holiday and Friday, December 30th through Monday, January 2nd for the New Year holiday.
14. I will be taking vacation Tuesday, December 27th, Wednesday, December 28th, and Thursday, December 29th.

Friends of the Library Report: Vicki Greminger reported that the Friends Luncheon was a success with 21 attendees. The Friends also raised \$1500.00 during Winterfest with the Christmas table items.

Unfinished Business:

- **Strategic Plan** - This item has been tabled until the next meeting.

New Business:

- **Meeting Room Requests** -

1. The Back Porch Recorder Consort requested to use the meeting room twice a month. The Board decided to table until next month to gather more information on the noise level of these meetings.
2. Laura's Sewing Group requested to use the meeting room on Wednesdays. Vicki Cummings motioned to approve this request. Beth Adam seconded the motion, and the motion carried.

Other - Elizabeth recommended the set-up of a separate email used just for the purpose of board business. Elizabeth will create these accounts and send us the information to our personal emails and from then on use these new library board accounts to communicate.

Adjourn:

As there was no other business to discuss, Vicki Cummings made a motion to adjourn the Library Board meeting. Ellen Ravenscraft seconded the motion and the motion carried. President Mark Peckham declared the meeting adjourned.

Respectfully Submitted,

Beth Adam