

Minutes of the
Festus Public Library Board of Directors Meeting
May 4, 2023 @ 6:00 pm

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

Members Absent: 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, 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 April 6, 2023 meeting, Approval of Bills, Financial Report, and Librarians Statistical Report. Vicki Greminger seconded the motion and the motion carried.

Recognition of Visitors: Chris Nelson came to observe and is interested in becoming a Library Board Member.

Public Comments: There were no public comments.

Librarian's Report May 4, 2023

1. Summer Reading preparations are in full swing. Signups begin Tuesday, May 30th. The theme this year is "All Together Now". Events kick off with a "Sing Along Dance Party" with Celia on Thursday, June 1st, at 11 AM at Larry Crites Park. Other programs include crochet classes, gardening, bee keeping, keeping seniors safe on the internet, and more.
2. We will be having an author visit on Tuesday, May 9th at 5:30 PM. Amanda Hoenes will be speaking about her book, "Digging Deeper: USMC Veteran Solo Paddles the Missouri and Mississippi Rivers". She will be speaking about her experiences paddling the rivers with her rescue dog, Hank, plus her enthusiasm for bringing outdoor adventures into everyday life.
3. Steve Harrison, with Channel 4 News, will be doing a story on the Ukulele Club. He received a tip and wanted to come check it out. The group has grown and will now use both meeting rooms, one for beginners and one for advanced. Judy Ivery has had to bring in extra help. I don't think anyone expected the group to be this popular.

4. The blog MyFestus.com did a wonderful write-up about the library and captured some beautiful photos. I encourage everyone to go read it.
5. Grace Chaney and Gail O'Shea have gotten creative with recent displays. Grace created a "BookTok" display that showcases some of the many books popular on TikTok. Grace and Gail worked together to create a display to celebrate Star Wars Day which falls on May 4th.
6. I met with Jeremy Koerber of the Alzheimer's Association about ways to partner. Some ideas were having a table set up where people could get more information about the organization and ways they can help. I've scheduled a program for the 10 Warning Signs of Alzheimer's on July 24th at 2 PM.
7. The Health Department invited the library to participate in their JeffCo Family Fun Day on June 8th. The goal is to have a summer kickoff where families can come and play, plus receive information on all the different activities and events that will be available this summer in the county.
8. Michelle Shadowens has completed her passport training. She will start sitting in on passport appointments until she feels comfortable trying one on her own.
9. The most recent information I have about the new HVAC system is that work is tentatively supposed to start at the end of June. Greg was going to try to get it moved up, but I'm haven't heard whether he was successful. I asked if we would need to be closed at all while the installation was happening, but we won't know until it gets started.
10. The city has been working towards being a .gov and it has been approved. In the coming weeks, all city employees' email addresses will go from @cityoffestus.org to @festusmo.gov. If an email is sent to @cityoffestus.org, it will be redirected to @festusmo.gov. The redirect will be turned on for a year so everyone will have plenty of time to update email addresses.
11. The library will be closed Monday, May 8th, in honor of Truman's birthday. We will also be closed Monday, May 29th, in honor of Memorial Day.
12. I will be taking a vacation day on Friday, May 19th

Friends of the Library Report: Vicki Cummings reported that the Friends have added a few new members. The Friends' generosity paid for the Summer Reading program. They are also bringing the Kona Ice Truck and purchasing yard games for activities. Vicki reported that there were not enough books for an April book sale so they are accepting more donations than usual. Nancy graciously donated 50 boxes to aid in the storage of the books donated.

Unfinished Business:

- **Strategic Plan** - Eric Baldonado explained that the open ended questions and the list questions cannot be combined on the digital survey. One question will have the list with boxes to select added. The others will be left open ended. Eric will also check on the survey options and cost. The printed surveys will be on 8 x 11 ½ standard paper.
- **Meeting Room Policy** - This has been tabled until later.
- **Donation Policy** - The board reviewed the Donation Policy presented. Bethe Adam made a motion to approve the Donation Policy. Jenny Brummer seconded the motion and the motion carried.

New Business:

- **Secretary of State Rule** - Elizabeth Steffen informed the Board of Title 15 and some of the changes that will need to take place soon. More information and guidance will be available soon.
- **Permission to Close Saturday, May 27th.** - Jenny Brummer made a motion to close the Festus Public Library on Saturday, May 27th. Vicki Cummings seconded the motion and the motion carried.
- **June Meeting Date** - Eric made a motion to move the June Board meeting from June 1st to June 22nd. Jenny Brummer seconded the motion and the motion carried.
- **Meeting Room Request** - Shannon Zimmerly, of Rebuilding Hope LLC, requests the use of the meeting room on May 9th for the purpose of supervised court-ordered visits between parents and their children. Ellen Ravenscraft made a motion to approve the request. Jenny Brummer seconded the motion and the motion carried.
- **Request to Destroy Records** - Bethe Adam made a motion to destroy passport transmittals older than 2 years. Vicki Greminger seconded the motion and the motion carried.

Other - Nancy is retiring from the library and will be greatly missed.

Adjourn:

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

Respectfully Submitted,
Bethe Adam