

Minutes of the  
Festus Public Library Board of Directors Meeting  
October 5, 2023 @ 6:00 pm

**Members Present:** Ron Scaggs, Eric Baldonado, Jenny Brummer, Vicki Greminger, Ellen Ravenscraft, Steve Stoll, Chris Nelson and Director, Elizabeth Steffen.

**Members Absent:** Mark Peckham and Vicki Cummings

**Call to Order:** The regular meeting of the Festus Public Library Board of Directors was called to order at 6:00 PM by the Director of the library, Elizabeth Steffen. It was held in the meeting room of the Festus Public Library.

**Consent Agenda:** Chris Nelson moved to approve all of the items on the Consent Agenda which included the Minutes of the September 14, 2023 meeting, Approval of Bills, Financial Report, and Librarian's Statistical Report. Eric Baldonado seconded the motion and the motion carried.

**Recognition of Visitors:** There were no visitors to report.

**Librarian's Report October 5, 2023**

1. The budget was passed at the council meeting on Monday, September 25<sup>th</sup>.  
Capital projects approved are new chairs in the passport office and my office and putting a TV with computer hardware in the meeting room for presentations. No cuts were made to the budget, so we are in good shape for FY24.
2. Also approved with the budget was a cost-of-living increase for all employees. Part time employees and Carla Abuchon will receive an 8% COL increase and I will receive a 5% increase. The city is absorbing any insurance increases so the full effect of the increases will be felt.
3. The city treated all employees to Kona Ice in August and September. They also provided lunch from Kater-Me in August and Salt & Smoke in September. Everyone appreciated it very much.
4. The library was nominated for a grant with Ameren's Love Your Library program by an Ameren employee. We have been awarded a \$2000 grant! The grant is unrestricted and will go through the Foundation.
5. Work seems to have paused on the EV charger. The bases have been poured

but I'm not sure when the project will be completed.

6. On Saturday, October 14<sup>th</sup>, Christian Naffziger will be at the library to give a presentation on the history of Anheuser-Busch. The Missouri Humanities Council offers free speaker engagements to non-profits outside of St. Louis County or City.
7. During the month of October, we will be offering Fall/Reading bingo. Anyone who gets a bingo, will win a full-size candy bar.
8. We will be hosting a blood drive for the Red Cross on Thursday, October 19<sup>th</sup> at noon.
9. A patron made us aware that another patron was making them feel uncomfortable when they visited the library. Staff are aware and we are monitoring the situation. We haven't witnessed the behavior, but we are paying attention when they are in the building.
10. I called the police on Saturday, September 23<sup>rd</sup>. Staff reported that an unhoused couple were on the west side of the building with their belongings spread out. They had been at the library Thursday and Friday, as well. I asked for more patrols, but the police offered to move them along, which I accepted.
11. I am continuing to appear on the radio on the second Wednesday of the month at 10:30. I've really enjoyed the visits.
12. The library will be closed Monday, October 9<sup>th</sup> for Columbus Day/Indigenous People's Day.
13. I will be taking a vacation day Friday, October 13<sup>th</sup>.

**Friends of the Library Report:** The Friends outlined the successes of the book sale and what could be done differently for future sales. As long as there is enough book inventory, they hope to keep the sale running over a three day span. They also purchased candy and a book repair machine for the library.

#### **Unfinished Business:**

- **Strategic Plan** - The survey is complete. Over the course of the next month, the board will take "practice" surveys in order to work out any kinks or technology issues before the survey is released to the public. The survey will be available in both print and electronic formats.

**New Business:**

● **Meeting Room Requests -**

1. Covenstead (herbalist group) - Eric Baldonado made a motion to approve the use of the meeting room. Steve Stoll seconded, and the motion carried.
2. ACFW - St. Louis Chapter - Steve Stoll made a motion to approve the use of the meeting room. Vicki Greminger seconded the motion, and it carried.
3. Price Health Insurance - Jenny Brummer made a motion to approve the use of the meeting room. Chris Nelson seconded the motion, and the motion carried.
4. Poetry Club (Homeschool group) - Steve Stoll made a motion to approve the use of the meeting room. Vicki Greminger seconded, and the motion carried.

- **Request to Destroy Records** - Eric Baldonado made a motion to destroy passport transmittals older than 2 years. Jenny Brummer seconded the motion, and the motion carried.

**Public Comments:** There were no public comments.

**Adjourn:**

As there was no other business to discuss, Steve Stoll made a motion to adjourn the Library Board meeting. Ron Scaggs seconded the motion and the motion carried. Elizabeth Steffen declared the meeting adjourned.

Respectfully Submitted,

Jenny A. Brummer