

Minutes of the
Festus Public Library Board of Directors Meeting
November 2, 2023 @ 6:00 pm

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

Members Absent: Vicki Cummings, Ron Scaggs, and Steve Stoll

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

Consent Agenda: Vicki Greminger moved to approve all of the items on the Consent Agenda which included the Minutes of the October 5, 2023 meeting, Approval of Bills, Financial Report, and Librarian's Statistical Report. Chris Nelson seconded the motion and the motion carried.

Recognition of Visitors: David, Kristina, Dane, and Edward Carver were present.

Librarian's Report November 2, 2023

1. Ameren was at the library on Friday, October 20th for a photo op with library staff, Library and Foundation Board members, and some of the Ameren employees who nominated the library for the \$2000 grant through Ameren's Love Your Library program. It was so nice to meet and personally thank the employees who nominated us.
2. The photographer from Midwest Pano was here Monday, October 23 to take pictures of the library for the online tour they are creating for us. He couldn't take pictures of the large meeting room because there was a group in there. He said he can come back another day to do that.
3. Work seems to be wrapping up on the EV chargers. I don't know some of the details, like if people will have to pay to use them, but they look good and don't block the electric sign.
4. White Dove Window Cleaning will be coming soon to clean our windows inside and out. They are filthy so it will be a welcome change to have clean windows.
5. The Friends of the Library generously purchased a Cover One machine for the

library to help repair books. Jenny Brummer's library assistant, Emma Knickman, gave us a lesson on how to use the machine on Wednesday, October 25th. It was very helpful to see the machine in action and staff have a stack of books ready to be repaired. We are very grateful to Jenny and Emma for the training.

6. In the switch in our emails from a .org to a .gov, we have had to change how we send out our email newsletter. Because of the increased security a .gov email brings, we couldn't send out our October newsletter in a batch email from the library's email. We are now using Mail Chimp to get the newsletter out. We will have a monthly fee, but staff like how easy it is to use.

7. The blood drive that was scheduled for Thursday, October 19th ended up being a no-show. I'm not sure I had the date wrong, if they canceled and I didn't get the email, or what. We are scheduled to hold one on Tuesday, December 19th so we will see what happens with that one.

8. We will be starting an anime/manga club in the new year. Grace Chaney approached me with the idea and wanted to run it. We are still working out the details, but it could be a great way to get teens in the library.

9. The city will be holding its first campout at Crites Park on Saturday, November 4th and I volunteered to read family-friendly spooky stories at the event. 10. Carla will be back sometime in December. She will be working half-days for a while, but we can't wait to have her back!

11. We will be closing at 6 PM Monday, November 27 to give staff time to get out of the parking lot before the Christmas parade begins.

12. I will be on the radio Wednesday, November 8th at 10:30 AM.

Friends of the Library Report: The Friends are working on pricing items for the annual Christmas sale table. The sale begins on November 28, 2023. The Friends were grateful to the Festus Public Library staff who made them breakfast before the meeting.

Unfinished Business:

- **Strategic Plan** - We are still working out survey kinks and are hopeful the survey will roll out in January.

New Business:

- **Updated Evergreen Agreement** - Chris Nelson made a motion to approve the Evergreen Agreement update. Jenny Brummer seconded and the motion

carried.

- **December Meeting** - The December meeting will be held on Tuesday, December 5, 2023.

- **Meeting Room Requests** -

1. Center for the Excellence in CHILD Well-Being - Eric Baldonado made a motion to approve the use of the meeting space. Vicki Greminger seconded and the motion carried.

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

Public Comments: There were no public comments.

Adjourn:

As there was no other business to discuss, Ellen Ravenscraft made a motion to adjourn the Library Board meeting. Chris Nelson seconded the motion and the motion carried. Elizabeth Steffen declared the meeting adjourned.

Respectfully Submitted,

Jenny A. Brummer