

Festus Public Library Board of Directors Meeting

Minutes

December 10, 2024 @ 6:00 pm

Members Present: Mark Peckham, Carleigh Williams, Vicki Greminger, Ellen Ravenscraft, Stephen "Steve" Stoll, Chris Nelson, Erica Eisenhauer and Director, Elizabeth Steffen.

Members Absent: Vicki Cummings and 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 President, Mark Peckham. It was held in the children's craft room of the Festus Public Library.

Consent Agenda: Carleigh Williams moved to approve all the items on the Consent Agenda which included: Minutes of the November 7, 2024, meeting; Approval of Bills; Financial Report; and Librarian's Statistical Report. Chris Nelson seconded the motion. The motion carried.

Recognition of Visitors: There were no visitors to report.

Public Comments: There was no request for a comment.

Librarian's Report, December 10, 2024:

1. I have run the report on the number of patrons expired longer than three years to be purged by Evergreen. We will purge 853 patrons. Evergreen will delete those patrons out of the system after the first of the year.
2. We have 430 take home crafts ready to hand out at Winterfest this year. We went easy and ordered gingerbread man ornament crafts from Oriental Trading Company. It comes with a gingerbread man ornament to decorate and the legend of the gingerbread man. Last year we had over 970 people through the door so we will see what this year brings.
3. On Tuesday, November 19th, 30 3rd grade students from Sunrise Elementary came to the library for a field trip. I gave them a tour and they ended their time with a scavenger hunt. They seemed to have fun and hopefully it's something we can do again.
4. On Wednesday, November 6th, Mobility Plus came to service and lube the lift in the basement. Several people had mentioned that the chain was squeaking. It had been about three years since it had been serviced, so it was due.
5. The owners of *Dynasty Manna* food truck reached out about parking on our lot at times other than Food Truck Mondays. I agreed and they were on the parking lot one day in

November. I don't know that they were that busy, but I'm waiting on a schedule to see when they will back.

6. Carla will be hosting a drop-in craft night for kids on Monday, December 16th from 5:30- She will have all kinds of craft supplies available so the kids can let their creativity fly.

7. I met with Kathleen Gund of St. Louis Tax Assistance Program about how they would like to set up the room when they begin preparing taxes for low-income people. They will be here on Saturdays in February and two in March to assist people with their taxes.

8. The police had to be called on Thursday, November 14th. A patron walked in, talking to themselves and proceeded to increase in volume and use foul language. After being told to watch their language and lower their voice, the patron continued to get louder and mentioned they were carrying their "Second Amendment Right" in their bag. They were asked to leave and, when they refused, the police were called. The patron left and proceeded to walk towards Main St. where the police found them. I elected to have the patron trespass.

9. The library will be closed on Tuesday, December 24th and Wednesday, December 25th for the Christmas holiday. We will also be closed Tuesday, December 31st and Wednesday, January 1st.

10. I will be on vacation December 23rd-December 27th.

Friends of the Library Report: Chris Nelson reported that the Christmas sale held by the Friend's last week made approximately \$1,900 and that the library was decorated on the day of the Twin City Christmas Parade. Also discussed was the purchase of an ad in the brand-new Community Guide and Membership Directory that will be distributed in March 2025. The project is sponsored by the Leader newspaper and the Twin City Chamber of Commerce.

Unfinished Business:

- **Library Strategic Plan** – The discussion was postponed until the next meeting.

New Business:

- **Meeting Room Requests:** A request was made by the East-West Gateway Council of Governments to hold a hazard mitigation engagement meeting on January 23, 2025. The motion was made by Ellen Ravenscraft to approve the use of the meeting room. A second was made by Erica Eisenhauer. The motion carried unanimously.

- **Request to Destroy Passport Records:** Chris Nelson made a motion to destroy passport transmittals older than 2 years. Carleigh Williams seconded his motion, and the motion carried.

CLOSED SESSION: For the purpose of Personnel in accordance with Missouri State Statute, RSMO 610.021 (See separate Minutes of this CLOSED SESSION.)

Other Business:

- **Library Code of Conduct – Addition:** The addition of wording related to the use of the library telephone by the public was brought up by Elizabeth Steffan. The discussion of this item was postponed until the next meeting of the Board to be held on February 6, 2025.

Adjourn: As there was no other business to discuss, Erika Eisenhower made a motion to adjourn the Library Board meeting. Chris Nelson seconded his motion, and the motion carried. Mark Peckham declared the meeting adjourned at 6:45 pm.

Respectfully Submitted,



Stephen M. Stoll