

Festus Public Library Board of Directors Meeting

Minutes

May 1, 2025 @ 6:00 pm

Members Present: Mark Peckham, Carleigh Williams, Stephen “Steve” Stoll, Erica Eisenhauer and Director, Elizabeth Steffen, Eric Baldonado, Chris Nelson.

Members Absent: Vicki Greminger, Vicki Cummings, Ellen Ravenscraft

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 large conference room of the Festus Public Library.

Consent Agenda: Chris Nelson moved to approve all the items on the Consent Agenda which included: Minutes of the April 3, 2024, meeting; Approval of Bills; Financial Report; and Librarian’s Statistical Report. Carleigh Williams seconded the motion. The motion carried unanimously.

Recognition of Visitors: No visitors were at the meeting.

Public Comments: None.

Librarian’s Report, May 1, 2025:

1. Summer Reading is fast approaching! This year’s theme is “Color Our World”. We will be going back to eight weeks this summer instead of the six we tried last year. We will also be going back to counting books read instead of minutes. Sign-ups begin Tuesday, May 27th and our kickoff event will be Friday, May 30th with Touch-A-Truck. Melissa Lamb has a lot of fun events planned and Gail O’Shea has gotten to let her creativity shine with the reading logs she has designed. It will be a fun summer!
2. Melissa Lamb has passed her passport certification test. She is currently watching during appointments and feels like she will be ready to do a supervised one soon.
3. We will soon be taking passport photos at the library! The Foundation met on Thursday, April 17th and approved purchasing the equipment we would need to get it started. This includes an iPad, photo printer with paper and ink, a picture cutter, and a photo screen. I will be working with Grace Chaney on purchasing the items and a policy. We will have soft launch for a month or so where we will not charge for photos so we can all get practice. We will be charging \$15. Walgreens and CVS charge \$16.99 before tax, UPS Store is around \$11.99, and Walmart charges \$7.64.
4. We had to have a tech come out and look at the HVAC unit in the large meeting room. The temperature would not regulate. There was an error with the main board that Jim Tindall could not reset. The tech came and got the error cleared. We haven’t had any issues since.
5. I have been talking with the American Heart Association about bringing kits with blood

pressure monitors, resources, and logs to the library for checkout. The last time we spoke, our application was moving through their legal department. Once that is cleared, we should get the kits soon after.

6. The Easter Bunny came to visit on Thursday, April 10th and Saturday, April 12th for a story time and pictures. We had 28 people attend both days. A big thanks to Nancy Withinton for playing the bunny!

7. The mayor closed offices at 2 PM on Friday, April 18th so employees could get a head start on their Easter holiday. Because it was the mayor who gave approval for the closing, all staff were paid for the hours they would have worked.

8. Mike Manns will be at the library on Saturday, April 26th to talk about his new book, "Seismic Zone New Madrid: Secret Beneath the Gulf". The book is a Sci Fi take on the New Madrid fault line. This is the second time Mr. Manns has held a book event at the library. He was here in October to talk about his first book, "Critical Knowledge: A Creation that Disappeared".

9. On Saturday, May 31st, local author, Michelle Collins Anderson, will be at the library to discuss her book, "The Flower Sisters". The book was inspired by the true story of a dance hall explosion in 1928 in the author's hometown in the Ozarks. The visit came about because a patron had left our copy of the book at one of Mrs. Richardson's events and she mailed it back to us. She said she would love to visit, and everything worked out for her to be here on May 31st. The event begins at 10 AM.

10. The YMCA reached out and asked if I would like to speak about the library and what it offers the community to their board. I spoke to them on Wednesday, April 23rd. The executive director mentioned working together on offering programs at the library, including yoga.

11. The library has a new way for patrons to print their documents. Envisionware, the print and time management system we use for patron computers, now offers Princh. This allows patrons to scan a QR code and send their documents to our print release system. We've been using it for a month or so and it seems to be working well. It is a lot easier than having patrons send their documents in an email to the library.

12. The library will be closed Thursday, May 8th for Truman's birthday and Monday, May 26th for Memorial Day.

13. I will be taking a vacation day Tuesday, May 13th.

Friends of the Library Report: Chris Nelson reported that the Friends' meet next week and there is no business to report.

Unfinished Business:

- **Library Strategic Plan** – Eric Baldonado led a discussion of the responses made by individuals who responded to the Library Strategic Plan. Board members discussed citizen priorities for the library.

New Business:

- **Library Board Meeting Change:** The June meeting of the City of Festus Library Board will be held on June 10, instead of the usual meeting date

Meeting Room Requests:

- A request was made by the Crochet Club. A motion was made to allow the meeting by Carleigh Williams with a second by Erica Eisenhauer and approved unanimously by the Board.
- A request was made by the State of Missouri, Department of Corrections to hold a recruiting session. A motion was made to approve by Chris Nelson with a second by Erica Eisenhauer and approved unanimously by the Board.
- A request was made by Reading Recovery to train teachers. A motion was made to approve by Carleigh Williams with a second by Erica Eisenhauer and was approved unanimously by the Board.

Community Display Case Application:

- The request was made to display handmade tattering lace dolls made by Mary Rhiner. A motion was made by Carleigh Williams and seconded by Chris Nelson and was approved unanimously by the Board.

Adjourn: As there was no other business to discuss, Chris Nelson made a motion to adjourn the Library Board meeting. Erica Eisenhauer seconded his motion, and the motion carried. Mark Peckham declared the meeting adjourned at 6:55 pm.

Respectfully Submitted,

Stephen M. Stoll