

Festus Public Library Board of Directors Meeting

Minutes

October 2, 2025 @ 6:00 pm

Members Present: Mark Peckham, Carleigh Williams, Stephen "Steve" Stoll, Erica Eisenhower and Director, Elizabeth Steffen, Vicki Greminger, Chris Nelson, Eric Baldonado, Kate Tedford.

Members Absent: 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 President, Mark Peckham. It was held in the 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 September 4, 2025, meeting: Approval of Bills; Financial Report; and Librarian's Statistical Report. Carleigh Williams seconded the motion. The motion carried unanimously.

Recognition of Visitors: There were no visitors.

Librarian's Report October 2, 2025:

1. The new fiscal year begins on October 1. Capital projects approved for FY26 include controls for the HVAC system, a new copier, outdoor book return, and Shushbooth. There were no changes to the budget, and you will find copies of the final library budget in your packet. Once the new fiscal year officially begins, I will be ordering the new book return and Shushbooth.
2. The new microfilm machine has been delivered! It was installed on Monday, September 22, along with the new computer to go along with it. I was out of the library when it came, but Melissa was taught how to use it and will train all of us. The software is supposed to be easy to use and the computer is connected to our printer, so it will be much easier for researchers to get what they need.
3. A contract has been awarded to Centermark Construction for remodeling 406 W. Main, which is adjacent to the library. To prepare for the work that will begin, the food box has been removed, to clear the way for construction. If anyone asks where they can donate food, we tell them they are welcome to bring it into the library for the Ozark Food Pantry.
4. I will be attending the Missouri Library Association conference on Wednesday, October 8th and Thursday, October 9th. The conference is being held in Chesterfield, so I will be able to go back and forth, without having to worry about staying overnight.

5. Melissa Lamb has decided to make the 9:30 Storytime a permanent offering. Parents and caregivers have told her how much they appreciated the earlier time. As long as Melissa is able to do it, we are happy to offer it.
6. The Bling a Book event was so popular, we offered a second session on September 29th. The 29th has a waiting list, so Melissa Lamb will be calling those registered to make sure they are still able to make it. It continues our trend from Summer Reading of events being so popular that we need to add second sessions. Those that attended the program made some beautiful book covers.
7. Melissa Lamb will be offering another craft for adults in October. On October 29th, patrons can make a spooky decoration of a ghost in a picture frame. The craft is for adults and will run from 5:30-6:30. Registration will be required.
8. Karl's Kitchen will be the October food truck. They will be on the library parking lot on Monday, October 6th from 11 AM-3 PM or until they sell out. They offer food with a Cajun flair.
9. We will be hosting a blood drive on Thursday, October 30th.
10. The library will be closed Monday, October 13th for Columbus/Indigenous People's Day. 11. I will be taking a vacation day on Friday, October 31st.

Friends of the Library Report: Chris Nelson reported that the book sale brought in a little over \$3000. She also reported that the Friends' voted to fund part of the Summer Reading program and that the members were pricing Christmas items that will be for sale.

Unfinished Business:

Eric Baldonado led to Board in completing question six of the Strategic Plan. The Board will complete Plan at the next meeting and the results compiled by Eric.

New Business:

Meeting Room Requests -

- Girl Scout Troop 3492 requested using the conference room monthly for meetings. A motion was made for approval of the request by Kate Tedford with a second by Erica Eisenhauer. The Library Board voted unanimously to approve the motion.

New Foundation Members -

- The Library Foundation Board needs two new members. They will attend the October 23, 2025 meeting of the Foundation Board. Chris Nelson and Eric Baldonado volunteered to attend the meeting as newly appointed members. Vicki Greminger made the motion for Chris and Eric to be appointed to the Foundation

Board. A second was made by Erica Eisenhauer and the nominations were approved by a unanimous vote the Library Board.

Request to Destroy Passport Records -

- The request was made to destroy passport records older than two years. A motion was made by Eric Baldonado and seconded by Vicki Greminger with a unanimous Board vote.

Adjourn: As there was no other business to discuss, Carleigh Williams made a motion to adjourn the Library Board meeting. Kate Tedford seconded his motion, and the motion carried. Mark Peckham declared the meeting adjourned at 7:05pm.

Respectfully Submitted,

Stephen M. Stoll