

# STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

October 20, 2025

## *Minutes*

**Roll call and Declaration of quorum:** Kim called the meeting to order at 7:05

**Present:** LaTisha Bievenue, Kim Knop, Michael Minton, Randy Sherman, Dana Warren

**Absent:** Kevin Knop, Cheryn Sutton

**Approval of Last Month's Minutes:** Michael made the motion and Randy seconded to approve last month's minutes. Motion carried.

**Staff Present:** Rachel Rheinecker

**Visitors:**

**Correspondence:**

**Standing Committee Reports:**

**a. Finance:** Discussed Appropriations Ordinance and Tax Levy

**b. Library Policy:**

**c. Building and Grounds:**

**d. Public Relations:**

**e. Technology:** Continuing to upgrade computers

**f. Personnel:** Kenzie is working on barcode training

**Financial Report:** Randy made the motion and Dana seconded to approve last month's bills. Motion carried.

**Library Directors Report:**

Staff & Staff Development

- Closing October 24 so staff can participate in the library crawl
- Kenzie is working on barcoding (copy-cataloging) training

### Collection Management

- Baker & Taylor, our main book supplier, is shutting down. Opened account with Ingram, ordering from Amazon in the meantime.

### Organization of the Library

#### Collaboration with Partners & Outreach

- New Recurring Programs run by Suzy and Kenzie
  - Broadway Karaoke (Sept and Oct) – 11 and 9 attended
  - Afternoon Tea (Sept and Oct) – 8 and 6 attended
  - Flour Power Hour (Sept) – 9 attended
- Other programs/events
- Fantasy Fest – September 20 – Had about 40 in attendance
- Lego Club 10/1 – 9 attended
- Craft Club – 0 attended
- Story Hour – 1 child attended
- Teen Advisory Board (October 3) – 3 teens attended
- Adult Book Club – numbers fluctuate at meetings but we have around 20 regular members
- Oktoberfest Book Sale – Made \$230.75 as of 10/17
- Library Crawl – had 24 visitors so far
- Coming Up
  - Percy Head Start Field Trip on October 23
  - Percy Trunk-or-Treat Oct 31
  - Elf on the Shelf – Stuffie Sleepover in November
  - Planning our Christmas event – Annie theme

### Administration

- Electrical in staff room/kitchen/staff bathroom
- Automatic sinks/flushers in public restrooms

### **Old Business:**

**New Business:** Review Chapters 12 and 13 in Serving Our Public 4.0

**Adjournment:** Michael made the motion and Dana seconded to adjourn the meeting at 7:43. Motion carried.

**Respectfully submitted,**

**LaTisha Bievenue**