

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

May 16, 2022

*Minutes*

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

**Present:** Mary Lynn Gerlach, Cheryn Sutton, Michael Minton, Kevin Knop, Kim Knop and Dana Warren.

**Absent:** Neal Haertling

**Approval of Last Month's Minutes:** Kevin made the motion and Kim seconded to accept the minutes from last month's meeting. Motion carried.

**Staff Present:** Rachel Rheinecker

**Visitors:** Molly Morris Owens and Stephanie Hecht

**Correspondence:**

Standing Committee Reports:

- a. **Finance:** Kim and Kevin second to accept financial report and pay the bills. Motion carried.
- b. **Library Policy:**
- c. **Building and Grounds:**
- d. **Public Relations**
- e. **Technology:**
- f. **Personnel:**

**Financial Report:**

**Library Directors Report:**

**Staff & Staff Development**

- Taylor's surgery May 13
- Need to schedule interviews for 3<sup>rd</sup> circulation clerk
- Drake on call for jury duty
- Staff evaluations scheduled

**Collaboration with Partners/Outreach**

- Teen Advisory Board
  - 4th meeting April 27 – 4 teens attended
  - Disney Day volunteers
- (Star Wars) Disney Day was April 30
  - 14 adults, 31 kids attended
- Book Sale 5/7 – made \$141.95
- Book club May 25
- Monday Game Days – 5-10 in attendance regularly
- Preparing for Summer Reading Program "Read Beyond the Beaten Path: Camp READ!"

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- Camp READ on Mondays (story time, crafts, theme activity, snacks), movies on Fridays, curbside crafts on Wednesdays, bingo and prize drawing for teens and adults

**Administration**

- Planned grant purchases: Extra lamination film, ceiling mount and speakers for projector, shelf dividers for teen section

**New Business:** We had election of officers. Kim made the motion to have the same as last year. Dana seconded it. Motion carried.

Officers are as follows:

President: Cheryn Sutton  
Vice President: Kim Knop  
Secretary: Mary Lynn Gerlach  
Treasurer: Michael Minton

It was suggest for Mary Lynn contact the bank and ask that the direct deposit fee of \$25.00 monthly be waived.

**Old Business:** Received \$5092.97 from the city to pay for Country Bloomers and Williams Heating and Cooling. This is money that was granted after closing with Kelleman.

**Adjournment:** Kim made the motion to adjourn at 8:10. Kevin seconded it. Motion carried.

Respectfully submitted,

Mary Lynn Gerlach