

Director's Report for November 18, 2024 Board Meeting

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

November 18, 2024

Minutes

Roll call and Declaration of quorum: Cheryn called the meeting to order at 7:12p.m.

Present: Cheryn Sutton, Kim Knop, Kevin Knop, Michael Minton, LaTisha Bievenue

Absent: Randy Sherman, Dana Warren

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

Staff Present: Rachel Rheinecker

Visitors:

Correspondence:

Standing Committee Reports:

a. **Finance:**

b. **Library Policy:**

c. **Building and Grounds:**

d. **Public Relations:**

e. **Technology:**

f. **Personnel:**

Financial Report: Kim made the motion and Kevin seconded to pay the bills. Motion carried.

Library Directors Report:

Staff & Staff Development

- Upcoming December Trainings:
 - Sexual Harrassment
 - Safety/Emergency

Director's Report for November 18, 2024 Board Meeting

Collection Management

- Inventory of entire collection is about half done
- Re-barcoding books in progress (for IHLS)

Organization of the Library

- Halloween decor is down, working on cleaning and Christmas decorations

Collaboration with Partners & Outreach

- Library Crawl – had about 45 participants sign our guest book
- October 21/25 – Pumpkin decorating: 22 attended both
- October 23 – Taylor Swift Eras party: Approximately 45 attended
- October 31 – Percy Trunk or Treat: Handed out about 120 treat bags, glow sticks, and books leftover from book sale
- Lego Club 11/6: 11 attended
- Craft Club 11/13: 13 attended
- Stella's Stuffie Sleepover Nov 12: 6 attended
- Story hour 11/20
- November 22: Dinosaur movie day for Dinovember
- December 6: Book Club Christmas Party
- December 7: Home Alone Interactive Movie Christmas event
- December 20: Gift Wrap Exchange

Administration

- ALA LTC Accessible Small and Rural Libraries Grant
 - Need to decide on providers for door openers

Old Business:

New Business: Kevin made the motion and Kim seconded to adopt the tax levy. Roll call vote; LaTisha Bievenue; aye, Michael Minton; aye, Cheryn Sutton; aye.

Kevin made the motion and Cheryn seconded to accept Tee Jay Central, Inc. automatic door proposal. Motion carried.

Reviewed Serving Our Public 4.0 Chapters 11-13.

Adjournment: Kevin made the motion to adjourn at 7:44. Michael seconded. Motion carried.

Respectfully submitted,

LaTisha Bievenue