

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

February 22, 2022

Minutes

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

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

Absent: Kim Knop and Neal Haertling

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

Staff Present: Rachel Rheinecker

Visitors: None

Correspondence:

Standing Committee Reports:

- a. Finance:
- b. Library Policy: Continuing to work on policy.
- c. Building and Grounds: Had to get a new flag. Legion donated one.
- d. Public Relations
- e. Technology:
- f. Personnel:

Financial Report: We received the first payment from real estate taxes. Mary Lynn made the motion to pay bills and accepted the financial report. Dana seconded. Motion carried.

Library Directors Report:

A. Staff and Development:

- Rachel attended Randolph/Perry CCM meeting Jan 26 – will host at Steeleville in April
- Taylor's surgery postponed again

B. Collection Management:

C. Organization of the Library

- Full inventory and reorganization of the children's & teen area in the Spring

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D. Collaboration with Partners/Outreach:

- Blind Date with a Book Jan 24-Feb 19
 - Prize drawing on March 1
- Feb 5 – Lunar New Year Curbside Crafts
- Feb 5 – Story Time/ Take Your Child to the Library Day
 - No one came because of the snow
- Feb 12 – Valentine’s Day Curbside Craft
- Library Lover’s Month in-person craft
- New Valentine’s Day themed scavenger hunt
- Teen Advisory Board
 - 1st meeting Jan 26 – 1 attendee
 - 2nd meeting February 23 – I think we’ll have about 6 teens
- Cancelled Superhero Day
- First book club meeting Feb 11
 - 5 attended, voted on first two books, next meeting March 11
- Dungeons and Dragons / Game day – Mondays
- DIY Shower Bombs Take and Make (for adults) – February 19

E. Administration:

- Grant purchases so far:
- Shelf dividers, craft paper roll cart, book cart, Summer Reading materials, craft supplies, projector cart, laminators, replacement DVD repair kit, masks for patrons and staff, button maker
- Planned grant purchases: Microwave, WiFi printer for patron use
- E-rate 470 submitted February 7
- New flag from the American Legion – they are disposing of our old one
- Williams Heating & Air installed new HVAC parts on February 11

Old Business: Kevin made the motion to hire Stephanie Hecht at \$25.00 during training for bookkeeper. She will replace Barb Jerimiah on July 1st. Then she will make \$250.00 per month. Dana seconded it. Motion carried.

New Business: We were told that we have eighteen to nineteen thousand held at city for maintenance. We will encourage masks and social distancing. Mary Lynn made the motion and Kevin seconded it. Motion carried.

Adjournment: Kevin made the motion to adjourn at 8:25 motion carried.

Respectfully submitted,

Mary Lynn Gerlach