

BOARD MEETING AGENDA

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

June 21, 2021

Minutes

Roll call and Declaration of quorum: Vice President Kim Knop called the meeting to order at 7:00 p.m. Dana Warren was sworn in as new board member.

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

Absent:

Staff Present: Rachel Rheinecker

Visitors: None

Correspondence:

Standing Committee Reports: New committee members will be appointed next month.

a. Finance: New amended budget for FY 22 was approved. Kim made the motion and Neal seconded it. Roll call vote was Kim yes, Neal yes, Mary Lynn yes, Kevin yes, Michael yes, Cheryn yes and Dana yes. Motion carried.

b. Library Policy: Rachel said we are following CDC guidelines for patrons.

c. Building and Grounds: Neal is going to contact Country Bloomers for bid on finishing landscaping. We are still waiting for outside lights to be replaced.

d. Public Relations:

e. Technology: Neal made the motion to spend \$2846.00 for new camera DVR system and 2 cameras. Kevin seconded it. Motion carried.

f. Personnel: Taylor is getting very close to finishing her GED.

Financial Report: Kim made the motion to accept the financial report. Kevin seconded it. Motion carried.

Library Director's Report:

A. Staff and Staff Development:

- Rachel attending Director's University
- Rachel attended Randolph/Perry CCM meeting June 10

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B. Collection Management:

- Filling out a few junior series with missing books
- Finished book purchases for FY2020-2021
- Back to Books grant purchases completed; 170 items

C. Organization of the Library

- Summer plans to clean tops of bookshelves, move signs, hang projector screen

D. Collaboration with Partners/Outreach

- Virtual Story hours 6/19 and 7/17
- Summer Reading Program (6/5-7/31)
 - 18 attended June 5 event
 - 25 kids signed up for SRP
 - Finale party scheduled for 7/31
- ROE gifted the library \$1500 for SRP supplies and books

E. Administration

- Applied for IL Humanities COVID-19 Relief & Recovery Grant (general operations)
- Decided on non-resident fee of \$55 per year, effective 7/1/21
- Book sale July 3 through the following week
- COVID Phase 5 plan: Follow CDC guidelines
 - Masks for unvaccinated, reopen water fountains and computers
- Setting up StoryWalk – can use school laminators

Old Business:

New Business: Election of officers. Cheryn President, Kim Vice President, Michael Treasurer and Mary Lynn Secretary.

Adjournment: Neal made a motion to adjourn the meeting at 8:05 p.m. Mary Lynn seconded it. Motion carried.

Respectfully submitted,

Mary Lynn Gerlach, Secretary