

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

April 17, 2023

*Minutes*

**Roll call and Declaration of quorum:** Cheryn called the meeting to order at 7:06.

**Present:** Latisha Bievenue, Kevin Knop, Kim Knop, Michael Minton, Cheryn Sutton, Randy Sherman, and Dana Warren.

Voted on appointment of board members Latisha Bievenue, Kevin Knop, and Randy Sherman: Kim Knop aye, Michael Minton aye, Cheryn Sutton aye, Dana Warren aye. Motion passed. Appointed members were sworn in and signed the oath of office.

**Absent:** None

**Approval of Last Month's Minutes:** Kevin made the motion and Randy 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:** Discussed book banning & our policy

c. **Building and Grounds:** County Bloomers sprayed without our knowing. Bill was comped. Randy is working on fixing the flagpole.

d. **Public Relations:** Randy put up flyers around Steeleville and Percy.

e. **Technology:**

f. **Personnel:** Employee evaluations in progress. Rachel's evaluation needs to be done.

**Financial Report:** No financial report this month.

**Library Directors Report:**

Staff & Staff Development

- Staff evaluations in progress
- Rayme changed jobs, may still be available to work 1-2 nights per week, Saturdays, special events

Collection Management

## STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

### Organization of the Library

#### Collaboration with Partners/Outreach

- Every month:
  - Game Days every Friday 3-6p.m. (Age 13 and up)
  - Lego Club 4/5 session: 22 attended
  - Craft Club 4/12 Session: 16 attended
  - Book Club April 14: 7 attended
  - Teen Advisory Board 3/25: 3 attended
- Will host Randolph/Perry County CCM April 19
- Monster Bash planned for April 29
- Epilepsy First Aid program planned for May- July
- Summer Reading Program
  - Theme is Find Your Voice; 8 weeks in June and July
  - Weekly program for kids on Wednesdays
  - Weekly program for teens on Mondays
  - Weekly movie on Fridays
  - Planning on 3 adult programs; Small Town Sawdust (\$35 per person), Paint & Sip, Gardening Class

#### Administration

- Waiting to hear about a Summer Reading grant (May 11)
- Policy updates – operating procedures done, personnel handbook in progress

#### **Old Business:**

Terminix/Quote from Haertling: decided to stay with Terminix.

Natalie Hand, Judy Wolters, and Sabrina Jeremiah were asked to be on the decennial committee. We will make sure they are available and have our first committee meeting during our May board meeting.

Flagpole repair will cost <\$50.

#### **New Business:**

Board members were appointed and sworn in.

Officers were appointed and board committees formed. President: Cheryn Sutton, Vice President: Kim Knop; Secretary: Latisha Bievenue, Treasurer: Michael Minton.

We need to schedule a budget meeting.

**Adjournment:** Randy made the motion to adjourn at 7:44. Kevin seconded it. Motion carried.

**Respectfully submitted,**

**Latisha Bievenue**