

BOARD MEETING

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

August 16, 2021

Minutes

Roll call and Declaration of quorum: Cheryn Sutton called the meeting to order at 7:03.

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

Absent: Neal Haertling and Kevin Knop

Staff Present: Rachel Rheinecker

Visitors: None

Correspondence:

Standing Committee Reports:

- a. **Finance:**
- b. **Library Policy:** Need for policy review/updates
- c. **Building and Grounds:** Indoor lighting needs repaired
- d. **Public Relations:**
- e. **Technology:**
- f. **Personnel:**

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

Library Director's Report:

- A. **Staff and Staff Development:**
 - IMRF
 - Staff meeting 8/5
 - Drake's internship with CTS
 - Hiring PT employee
- B. **Collection Management:**
 - Weeded for July book sale
 - Updated lost items in system

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- C. Organization of the Library
 - Cleaning bookshelves
 - Installed projector screen

- D. Collaboration with Partners/Outreach
 - Summer Reading Finale – 11 kids
 - Storywalk up 8/5
 - Storyhour 8/21
 - Wizardfest 9/4
 - Goat storytime 9/17
 - Lego club postponed
 - IHLS Library Crawl 9/27-10/17
 - ROE adding us as grant partner

- E. Administration
 - Per Capita \$6929.50
 - Book sale made \$252
 - OMA site down – Board training
 - Applied for 2 state grants

Old Business:

- a. Mary Lynn was to call A&I to get bid for electrical work for the library.
- b. Security camera system upgrade.
- c. Landscaping.
- d. Notary service for Rachel. She was to get it.
- e. Little Libraries. To find cabinet for little library at Allure Salon in Percy.

New Business:

Adjournment: Kim made a motion to adjourn the meeting at 8:04 p.m. Michael seconded it. Motion carried.

Respectfully submitted,

Mary Lynn Gerlach, Secretary