

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

April 18, 2022

*Minutes*

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

**Present:** Mary Lynn Gerlach, Cheryn Sutton,, Kevin Knop and Kim Knop.

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

**Absent:** Neal Haertling, Michael Minton and Dana Warren.

**Staff Present:** Rachel Rheinecker

**Visitors:** None

**Correspondence:**

Standing Committee Reports:

- a. Finance:
- b. Library Policy: Continuing to work on policy.
- c. Building and Grounds:
- d. Public Relations Mary Lynn was to check on bbq at Market Place.
- e. Technology:
- f. Personnel:

**Financial Report**

**Library Directors Report:**

Staff & Staff Development

- Taylor's surgery rescheduled for May 13
- Still looking for 3<sup>rd</sup> circulation clerk

Collection Management

Organization of the Library

Collaboration with Partners/Outreach

- Teen Advisory Board
  - 3<sup>rd</sup> meeting March 30 – 3 teens attended
  - They learned how to shelve books and signed up to help with Disney Day
  - Next meeting loosely scheduled for April 27

## STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

- 5 teens signed up to help set up and run Disney Day April 26-30
- 3<sup>rd</sup> book club meeting scheduled for April 22
- Dungeons and Dragons / Game day – Mondays
- Preparing for Disney/Star Wars day April 30
- Preparing for Summer Reading Program “Read Beyond the Beaten Path”
  - Summer Camp theme
- Amnesty week/month in May

### 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, microwave, WiFi printer
- Planned grant purchases: Extra lamination film/sleeves, ceiling mount and speakers for projector

**Old Business :** Reviewed chapter 4 of Serving Our Public 4.0

### **New Business:**

**Adjournment:** Kevin made the motion to adjourn at 7:52. Kim seconded it. Motion carried.

Respectfully submitted,

Mary Lynn Gerlach