

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

January 19, 2026

Minutes

Roll call and Declaration of quorum: Kim called the meeting to order at 7:00

Present: LaTisha Bievenue, Kim Knop, Michael Minton, Randy Sherman, Dana Warren

Absent: Kevin Knop, Cheryn Sutton

Approval of Last Month's Minutes: Michael made the motion and Dana seconded to approve last month's minutes. Motion carried.

Staff Present: Rachel Rheinecker

Visitors:

Correspondence:

Standing Committee Reports:

- a. Finance:** Set up Howell account. Renewed 91-day CD. Discussed W2 and 1099 forms.
- b. Library Policy:** Discussed Capital Improvement Plan, Maintenance Checklist, and Safety
- c. Building and Grounds:**
- d. Public Relations:**
- e. Technology:** Discussed state provided internet
- f. Personnel:**

Financial Report: Randy made the motion and Dana seconded to approve last month's bills. Motion carried.

Library Directors Report:

Staff & Staff Development

- Kenzie completed her final GED test and library barcoding training

Collection Management

- Book purchasing – B&T, Ingram, Amazon

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Organization of the Library

- Christmas decorations are down
- We have started organizing the storage room

Collaboration with Partners & Outreach

- Recurring Programs
 - Broadway Karaoke
 - Afternoon Tea
 - Flour Power Hour (baking club)
 - Lego Club
 - Craft Club
 - Story Hour
 - Teen Advisory Board
 - Adult Book Club
 - Starting a monthly movie series this year where we show 1-2 movies each month
- Percy Head Start Field Trip on Dec 8 – 10 students
- Coming Up
 - Paint-by-Number – January 19
 - Closing for a long lunch on Feb 13 – ROE Appreciation Luncheon

Administration

- Phones are fixed
- Monitoring door locking issue
- Working in camera quotes to complete Tech Grant

Old Business: Discussed update on school/ safety notices. Discussed update on snow removal.

New Business: Dana made the motion and Randy seconded to give taxed Christmas bonus of \$100 to the Bookkeeper. Motion carried. Michael made the motion and Randy seconded to approve the 2026 Holiday Closures and Board Meeting Dates. Motion carried. Discussed Board E-mails. Discussed Public Act 104-0056/ Naloxone requirements.

Adjournment: Michael made the motion and LaTisha seconded to adjourn the meeting at 7:26. Motion carried.

Respectfully submitted,

LaTisha Bievenue