

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

November 17, 2025

Minutes

Roll call and Declaration of quorum: Cheryn called the meeting to order @ 7:07

Present: LaTisha Bievenue, Kevin Knop, Michael Minton, Cheryn Sutton, Randy Sherman, Dana Warren

Absent: Kim Knop

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

Staff Present: Rachel Rheinecker

Visitors:

Correspondence:

Standing Committee Reports:

a. Finance: Discussed when to transfer the 7month CD and 3month CD due December 23rd to Howell

b. Library Policy:

c. Building and Grounds: Discussed Randy removing landscaping edging

d. Public Relations:

e. Technology: Discussed finishing computer installations

f. Personnel:

Financial Report: Will be receiving tax receipts. Will be reimbursed for an insurance bill miscommunication. Dana made the motion and Kevin seconded to approve last month's bills. Motion carried.

Library Directors Report:

Staff & Staff Development

- Staff Christmas party will be December 23

Collaboration with Partners & Outreach

- New Recurring Programs run by Suzy and Kenzie

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

- Broadway Karaoke
- Other recurring programs/events
 - Crafternoons (Tuesdays 1-3) – no one has been coming so we may end this soon
 - Lego Club 10/5 – 8 attended
 - Craft Club 11/12 - 4 attended
 - Story Hour 11/19
 - Teen Advisory Board – 3 members
 - Adult Book Club
- Coming Up
 - Elf on the Shelf – Stuffie Sleepover 11/17
 - Nightmare Before Christmas movie showing – 11/21, 2-4pm
 - White Christmas movie showing 12/9, 2-4pm
 - Annie Interactive Movie Christmas Event – 12/13
 - Muppet Christmas Carol (Elf Goes Home) – 12/22

Administration

- Electrical is fixed
- Phone problems

Old Business:

New Business: Kevin made the motion and Randy seconded to approve the Appropriations Ordinance. Roll Call: LaTisha Bievenue; aye, Michael Minton; aye, Cheryn Sutton; aye, Dana Warren; aye. Kevin made the motion and Cheryn seconded to approve the Tax Levy. Roll Call: LaTisha Bievenue; aye, Michael Minton; aye, Randy Sherman; aye, Dana Warren; aye.

Discussed school threat notifications.

Discussed Christmas bonus. Dana made the motion and Kevin seconded to give a taxed bonus of \$600 to Rachel, \$100 to full-time staff, and \$50 to part-time staff to be paid out November 28th. Motion carried.

Adjournment: Dana made the motion and LaTisha seconded to adjourn the meeting at 8:34. Motion carried.

Respectfully submitted,

LaTisha Bievenue