

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

June 20, 2023

*Minutes*

**Roll call and Declaration of quorum:** Cheryn called the meeting to order at 7:04.

**Present:** Cheryn Sutton, Kim Knop, Michael Minton, Randy Sherman, and Dana Warren

**Absent:** Kevin Knop, LaTisha Bievenue

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

**Staff Present:** Rachel Rheinecker

**Visitors:**

**Correspondence:**

**Standing Committee Reports:**

- a. **Finance:** Discussed FY24 Budget
- b. **Library Policy:** Two updated policies to review and vote next meeting
- c. **Building and Grounds:** New rope on flagpole, landscaping looks good
- d. **Public Relations:** Randy has been hanging flyers around town; successful
- e. **Technology:**
- f. **Personnel:**

**Financial Report:** Randy motioned and Dana seconded to pay the bills.

**Library Directors Report:**

Staff & Staff Development

Collection Management

Organization of the Library

Collaboration with Partners/Outreach

- Game Days every Friday (Age 13 and up): attendance average is 8
- Seizure First Aid Certification Training – July 11, 4:30pm
  - 14 people registered
- Summer Reading Program
  - Reading Logs/Bingo:
    - 53 kids signed up
    - 14 teens signed up
    - 15 adults signed up
  - Camp READ for kids on Wednesdays

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- 6/7: 9 kids, read about self-expression and made hats
- 6/14: 12 kids, read about music and did karaoke
- Weekly program for teens on Mondays
  - 6/5, Self-Portraits: 0 teens
  - 6/12, Karaoke: 2 teens
- Weekly movie on Fridays
  - 6/9 (Brave): 2 attended
  - 6/16 (Coco): 7 attended
- Small Town Sawdust, June 24, 11am-1pm: 8 signed up
- Adult Paint & Sip, June 27, 4-6pm: 13 signed up
- Herb Garden Class, July 6, 5-6pm: 11 signed up
- Butterfly Garden Class, July 29, 5-6pm: 11 signed up

### Administration

- Will hear about the Rob-See-Co Rural Library Grant on Sept 28
  - \$1500 to help upgrade our computers
- Working on IPLAR (Annual Report), due 9/1/23
- Working on Erate 486

### Old Business:

### New Business:

Voted to approve budget for FY24: Dana Warren, aye; Kim Knop, aye; Michael Minton, aye; Randy Sherman, aye; Cheryn Sutton, aye.

Reviewed Serving Our Public 4.0 Chapters 4 (Access) and 5 (Building Infrastructure and Maintenance). Discussed long term storage needs.

Reviewed updated PTO and dress code policies. Will vote next meeting.

**Adjournment:** Kim made the motion to adjourn at 7:56. Cheryn seconded. Motion carried.

**Respectfully submitted,**

**Latisha Bievenue**