

Library Board Meeting
August 23, 2021
6:00 P.M.
Library Meeting Room

Present: Nelson Appell, Doug Homeyer, Susan Wehmueller, Lynn Hart, Diane Lick, Gretchen Pettet, Leanne Gisburne, Katie Schonaerts, and Carolyn Witt. Jane Dolan, citizen.

Diane called the meeting to order and led the Pledge.

Lynn moved that the agenda be approved. The motion was seconded by Leanne and the motion passed. Lynn then moved the minutes of the June meeting be approved. Leanne seconded the motion, which passed.

Friends of the Library report: No report. The Friends are preparing for the Fall Book Sale! (September 17,18,19)

Library Director's Report:

Statistics & Collections: An increase in statistics of 28% from 2020 to 2021. This was driven by a 58% increase in Juvenile circulation. An increase in passport applications. The library passport staff have provided great service and work very hard (and successfully!) to aid anyone applying for a passport. The hours for this service are very flexible. Reminder: passports do take up to 18 weeks to be processed at this time.

HR: The full-time staff person who was out due to an injury is back part time. Another staff member is out due to Covid exposure. Each exposure case is unique. The library follows the guidelines from the City Emergency Department.

Programs:

Summer Reading Program:

ages 1-17

2019 – 1,262 enrolled

2020 – 350 enrolled

2021 – 827 enrolled 238 officially completed = 45%, a typical completion rate

Adult:

pre-1019- usually 350 (plus or minus) completed

2020 – 132

2021 - 318

Storytimes, writer's group, movie club and book clubs are currently meeting in the library. We are taking a cautious approach with increasing our programming.

Bill Schwab will be leading his popular Great Discussions in August and September, Wednesday afternoons at 1 pm.

Take Home Crafts continues to be extremely popular with our patrons!

Laura McHugh, August 31, 6:30pm (When Darkness Falls)

Ready to Wear, September 8, 1 pm. (clothing industry in St. Louis)

Library will be partnering with the City's Community Relations Board to sponsor a series of conversations the last week of September and first week of October. The subject will be homelessness. The Library Director and members of the CRB are taking the American Library Association training and then hosting 6 conversations, which will be a combination in-person and virtual. Dates:

Tuesday, Sept. 28, 10:00am	Tuesday, Oct. 5, 6:30 pm
Wednesday, Sept. 29, 1:30 pm	Wednesday, Oct. 6, 10:00 am
Thursday, Sept. 30, 6:30 pm	Thursday, Oct. 7, 1:30 pm

COVID-19: No changes in Mask requirements for the Library. The City is monitoring the current surge. It is possible the City will recommend masking for public-facing employees.

Masks optional; we offer cloth, re-usable masks if needed.

Evergreen statewide courier and local Scenic courier running normal schedules.

No limits on numbers in building.

Meeting rooms are open.

Small donations accepted.

Trainings:

MPLD (Missouri Public Library Directors) in person training December 2021.

MLA (Missouri Library Association) currently planning in person/hybrid in October 2021 in St. Charles.

Effective Library Boards webinar series will provide library directors and trustees of all types, budgets and sizes information on board basics including roles and responsibilities, effective board meetings, library policies and the importance of telling your library's story. A webinar, led by Bonnie McKewon from the State Library of Iowa, will provide this.

Tuesday, July 13 (available on line)

Tuesday, Sept. 14 7:00 PM to 8:00 PM

Tuesday, November 9 7:00 to 8:00 PM

Tuesday, January 11, 2022 7:00

Technology:

New Databases: Teen Health and Wellness, Digital Literacy, Financial Literacy. These new electronic resources provided by CARE Funds through the State of Missouri.

Website Redesign Evaluation: Average monthly users increased 50%, average monthly session increased by 57%. Most popular pages were: Summer Reading Challenge, eBooks downloads, About Us, Download Items, Directions, Library Card, Evergreen App, Download eAudiobooks. 50% split between desktop and mobile devices/tablet visitors.

Facilities:

Carpets cleaned during the Fair, which removed stains.

Frequent trash left outside the front doors, which have caused the library to temporarily remove the benches.

Lightning blast a few weeks ago shorted out several motherboards in the HVAC, which were repaired.

A broken power in a Phase 3 wire outside on the morning of Sunday, Aug. 8 caused an unbalanced power load to run through the library. We closed to the public at 1 pm when the power was shut down at the instruction of the Fire Chief. 10 circuits overheated, six have been replaced and waiting to get 4 more shipped. We are documenting this in case of future failures of delicate HVAC equipment. HVAC does have a leak in the staffing area (zone 1) which has been filled to get through this hot spell of weather. Undetected leaks lead to expensive damages.

Car crash on Saturday morning, Aug. 14. A car leaving 5th Street, driving west crashed through the iron fence along the sidewalk, falling to ground outside the building. Damage to the retaining wall and landscaping are being addressed through the insurance.

Katie moved that the Librarian's Report be accepted. Lynn seconded the motion and it carried.

Unfinished Business: HVAC. (see above)

New Business:

A reciprocal agreement with the St. Louis County Library was discussed. Nelson said this was possible with cooperation with Scenic's negotiations with SLCL. The Board was very pleased with this development, which will offer much to our patrons. Susan moved that we approve this agreement with SLCL. Motion was seconded by Doug, and the motion carried. Diane expressed the Board's thanks to Nelson for bringing this expanded service to our community. It will begin Sept. 1.

The staff will be reviewing the current Policy Manual. After approval by the Board, it will be submitted to the City Council. It was suggested that a committee work with staff before bringing the completed policy to the Board. Carolyn and Diane volunteered to serve as a committee.

Katie asked if the Board would get the required amount of meetings in this year, with no meeting in

December. Nelson said we were on track for required meetings.

There being no further business, Katie moved that the meeting be adjourned. Lynn seconded the motion, which passed.

Next Meeting: September 27, 2021 at the library .