

CAPE GIRARDEAU PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, August 4, 2022 @ 7am
Cape Girardeau Public Library

CALL TO ORDER

President John McGowan called the meeting to order at 7:00am.

ATTENDANCE

Present: Amy Trueblood, Jessica Hill, John Voss, Dave Diveley, John McGowan, Rekha Patterson, Red Redinger, Crystal Cerny
Also present: Director Katie Earnhart, Linda Bailiff
Absent: Stacy Lane w/proxy

MINUTES

The minutes were reviewed. **Red made a motion to approve the minutes, seconded by Amy. Motion passed.**

PUBLIC COMMENTS

John McGowan congratulated John Voss for being the Republican nominee for D147 State Representative.

PRESIDENT'S REPORT

Introductions and welcome to new board member Crystal Cerny.
A strategic planning facilitator was discussed. Katie will check with the State Library to see if they have a person who could help.
Subcommittee assignments: Please see attached.
The annual Ethics Statement was distributed for signatures.

DIRECTOR'S REPORT

1. Staff Update:

1. Kayla, AS Coordinator, and Alli Boyer, YS Associate successfully submitted a conference program proposal for the MLA Conference. They will present a session on their successful teen Anime Club. The 2022 MLA conference will be held in Springfield September 28-30th.
 - i. Title: Teen Anime Club
 - ii. Description: Learn what we did to start an after-hours, monthly, Teen Anime Club at our public library; how to incorporate Japanese culture and cuisine into the program; how we balance education and entertainment; how to follow copyright/streaming laws; how to promote the club and get teens to attend.

2. Building Update:

1. A new lawn mower was purchased. The old mower finally failed. We sought bids for several different machines at Lowes and Sappingtons. A Spartan mower was selected from Sappingtons for \$5,300. It comes with a 6-year warranty. We were also able to sell the old mower for parts for \$300.
2. The water capacity controller that filters the water in the cooling tower (HVAC) failed and needs replaced. Parts have been ordered and will be installed upon arrival. This repair will cost roughly \$5,000. This equipment does not affect the operation of our

HVAC but does need to be repaired to keep the system clean and efficient.

3. Minor plumbing repairs had to be done in the public restrooms on the sink in the Women's restroom.

3. Misc Update:

1. Fingerprinting Services: The company (Indemia) that had reached out to us to start fingerprinting services finally got back to me. The company in town that was offering the service has decided to continue the service. This means that Indemia opted to keep the service with the other business. They will keep our information on file for future consideration.

4. Evergreen ILS: MO Evergreen is a statewide ILS (integrated library system) with over 50 libraries participating around the state. Katie would like the board to attend an online demo scheduled for 9/15. There could be major benefits to switching our current ILS (Sirsi's Symphony) over to Evergreen. The yearly cost would be cut in half. There are many aspects to consider and the board will need to learn more about Evergreen before making any decisions. Our current ILS contract runs through May 2023. Katie will send out more details via email.

**BUILDING &
GROUNDS
COMMITTEE**

Capital Improvement Plan due for the October board meeting.

**BYLAWS &
POLICY
COMMITTEE**

Personnel Manual:

Children in the Workplace, Local Mileage Reimbursement and Retirement Plan were all reviewed, and no changes were recommended. **John M. made a motion to accept these policies, seconded by Amy. Motion passed.**

The Employee Tuition Reimbursement Policy has been reviewed with a few minor changes recommended. **Crystal made a motion to accept these changes, seconded by Jessica. Motion passed.**

**BUDGET &
PERSONNEL
COMMITTEE**

John Voss will send out a survey pertaining to Katie's upcoming annual review.

**PUBLIC
RELATIONS**

Jessica will schedule a meeting.

**STRATEGIC
PLANNING
COMMITTEE**

A new strategic plan will hopefully be in place July 1, 2023.

**UNFINISHED
BUSINESS**

None.

NEW BUSINESS

None.

**FRIENDS
FOUNDATION**

The Friends annual meeting took place in July. The upcoming book sale will take place Sept. 2-4th.
The next Friends meeting will be Tuesday, August 16th at 4pm. Crystal will attend.

ADJOURNMENT

Meeting adjourned at 7:52 am.

NEXT MEETING

Public Tax Hearing, Monday, August 29th @ 1:30pm
Regular Meeting: Thursday, September 1st @ 7am.

Recorder: Linda Bailiff

