

Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
July 22, 2013 at Oreana

The meeting was called to order at 4:30 PM by President, John White. Library Board members present were Marsha Ferguson, Jackie Goepfinger, Ron Ioerger, Barbara Light and Bill Taraszewski. Matt Honnold was absent. Also in attendance was Julia Welzen, Library Director.

The Board reviewed the minutes from the June 24, 2013, meeting. Corrections to the spelling of Jackie Goepfinger's and Julia Welzen's names were noted. The portion of the minutes referring to the closed session needs to be corrected. Barbara will correct and resubmit the minutes. Ron Ioerger moved that the minutes be approved with the exception of the closed session portion. Bill Taraszewski seconded the motion. The motion passed with all ayes.

There was no correspondence, communication or public comment.

The Board reviewed the June 2013 bill list. Bill moved that the bill list be approved. Ron seconded the motion. The motion passed with all ayes.

The Board reviewed the June 2013 bookkeeper's report. Marsha note that the Total Line for Current Assets: General Checking, Building Fund, Soc Security Fund, Insurance, IMRF and Special Reserve – Legacy does not match the total of the individual items. The board agreed that the bookkeeper be contacted for an explanation and or correction of this report. Approval of the bookkeeper's report for June 2013 has been tabled pending clarification of these discrepancies.

The Board reviewed the June 2013 treasurers report. Because of the aforementioned discrepancies in the bookkeeper's report, the June 2013 treasurer's report has been tabled.

Julia Welzen presented the Director's report. Julia reviewed the circulation numbers for June 2013. The numbers are lower than expected. Julia observed that there might be a problem with the way Polaris is reporting circulation numbers. Julia also reported that there have been concerns about the length of time it has been taking for "holds" to be fulfilled with the new system. Julia reported that the Macon County distribution check and the Betz-Holmes Trust checks were received during the month of July. Participation in the summer programs was very good. She reported that Food for Fines will continue through the month of July. An eBay introduction class is scheduled for August – to be held at the Argenta location. The Zinio subscription (for magazines) will commence August 1. Julia reported on building maintenance items and landscaping improvements. Julia noted that the library staff will be working on restoration/preservation work on some of the library district's photos and historical documents. She is looking at the possibility of a grant for digitizing, preserving and archiving local history collections.

There were several items of new business.

Julia reported that the firm of May Cocagne and King will conduct a 2013 financial review. She reported that this is not the same as an audit. Julia reported that in order to complete the Secretary's Audit for 2013 two members of the board need to review the 2013 minutes and verify that they are accurate. Ron and Marsha will review the minutes.

Julia presented an updated Borrowing and Library Services Policy where the references to "Rolling Prairie Library System" will be changed to "Illinois Heartland Library System" and in the Services section the disc cleaning and repair service would be added. Ron moved that the changed be approved. Jackie seconded the motion. The motion passed with all ayes.

Julia presented and the board reviewed the working budget for FY2014. Julia brought some changes in format to the attention of the board. There were 3 line item additions: addition of Professional/Organizational expenses; addition of line item for Extension Expenses; and addition of a charge for Waste pickup. Barb moved to accept the FY2014 Working Budget. Ron seconded the motion. The motion passed with all ayes.

Julia presented a draft of the Long Range Plan for the AOPLD. After discussion the board agreed to table the plan until the August meeting so that the board members could examine the plan and offer comments and suggestions.

There was no closed session.

There was no Miscellaneous Business.

Marsha moved that the meeting be adjourned at 6:02PM. Jackie seconded the motion. The motion passed with all ayes.

The regular board meeting will be on Monday August 26, 2013, at 4:30 PM at Oreana. There will be a Budget and Appropriations Ordinance Hearing – Monday August 26, 2013 at 4:15 pm at the Oreana Library.

Respectfully Submitted

Barbara Light