

Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
September 23, 2013, at Oreana

A Public Hearing for tentative budget and appropriation ordinance 14-01 was held at 4:15 PM at the Oreana location of the AOPLD. Library Board members present were Jackie Goeppinger, Ron Ioerger, Barbara Light and Bill Taraszewski. John White, Marsha Ferguson and Matt Honnold were absent. Also in attendance was Julia Welzen, Library Director. There were no members of the public in attendance.

The meeting was called to order at 4:30 PM by President John White. Library Board members present were Jackie Goeppinger, Matt Honnold, Ron Ioerger, Barbara Light, Bill Taraszewski and John White. Marsha Ferguson was absent. Also in attendance was Julia Welzen, Library Director. Cathy Mansur, from May, Cocagne and King was in attendance to present the financial review conducted by her company.

The Board reviewed the minutes from the August 26, 2013, meeting. Ron noted that on page 2, working budge should be budget. Barbara will correct the error. Ron moved that the minutes be approved. Jackie seconded the motion. The motion passed with all ayes.

There was no correspondence, communication or public comment.

Cathy Mansur from May, Cocagne and King presented the financial review conducted by her company. She stated that this was not an audit, but a more general review of financial practices, procedures and information used by AOPLD. Based on her report no change in bookkeeping was recommended. Julia states that this review is not a requirement, but as a safeguard to assist the library in using best practices. Cathy presented printed copies of the actual review to the members of the board and to Julia.

The Board reviewed the August 2013 bill list. John inquired about check number 8215 to Yetta Wieland. Julia reported that this was the instructor for the eBay class. Matt moved that the bill list be approved. Ron seconded the motion. The motion passed with all ayes.

The Board reviewed the August 2013 bookkeeper's reports. There was discussion about the appearance of unusual percentages for some of the expenses. Julia explained that the accounting program divides everything by the year (12 month) where we are only looking at one month at a time. Ron moved that the August bookkeeper's report be approved. Barb seconded the motion. The motion passed with all ayes.

The Board reviewed the August treasurer's report. Matt moved to approve the August bookkeeper's report. Bill seconded the motion. The motion passed with all ayes.

The Finance Committee met on September 17 to review Levy Ordinance 14-02 so that it could be voted on at the September Board meeting.

Julia Welzen presented the Director's report. Julia reviewed the circulation numbers for August 2013. The numbers seem to be rebounding from lows in June and July. Julia observed that the way Polaris is reporting circulation numbers may be improving. Julia reported that Polaris system has been "tweaking" the "holds" system to speed up the time

between a hold is placed and fulfilled. Julia reported that the Financial Review for AOPLD was conducted on September 5 with Cathy Mansur. Discussion of that review is listed earlier in these minutes. Julia reported that the following programs will be presented at one or both branches of the Library: Common Core and other new programs at the schools on September 19; two programs about the Affordable Care Act will be presented by Macon County Health Department in November. There are computer programs scheduled for October. During Library Card Sign Up month (September), the goal is to have 50 new registrations. As of September 19, there were 28 new/renewed library cards.

Julia reported that the parking lot at Oreana may need some work after the completion of the Route 48 resurfacing. This was discussed in more detail under new business.

Julia reported that Denise is expected to retire in January. She would like the board to consider the need for a handyman to work approximately 10-12 hours per week. Currently, Julia is doing several of the maintenance chores. The position could be paid out of the building fund.

Julia spoke to both village boards about getting library cards. She would like to post photos of board members and their new cards on the AOPLD website.

Unfinished Business:

The Budget and Appropriations Ordinance 14-01 was open for public review as posted in the Tribune. No members of the public attended the hearing or commented in writing. Matt moved to accept Ordinance 14-01 as presented. Ron seconded the motion. The motion passed with all ayes.

New Business:

Levy Ordinance 14-02 was reviewed by the Finance Committee and presented to the board. Barb moved to accept 14-02 as presented. Matt seconded the motion. The motion passed with all ayes.

The finalized copy of the long range plan (2013-2016) was presented to the board by Julia. Ron moved to accept the long range plan as presented. Jackie seconded the motion. The motion passed with all ayes.

When the Route 48 resurfacing project was completed it left a "bump" leading down to the library drive. There are also streaks of tar that are unsightly. John and Julia will try to contact Illinois Valley Paving to see if there is any remedy for the situation. Terry Grider is contacting the state highway depart to see if they can assist with this problem. (Route 48 is a state highway).

There was no closed session.

There was no Miscellaneous Business.

Ron moved that the meeting be adjourned at 5:40 PM. Jackie seconded the motion. The motion passed with all ayes.

Respectfully Submitted

Barbara Light