

Minutes of the Meeting of  
Argenta-Oreana Public Library District  
Board of Trustees  
January 27, 2014 at Argenta

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

The Board reviewed the minutes from the December 16, 2013, meeting. Ron Iorger moved that the minutes be approved. Bill Tarszewski seconded the motion. The motion passed with all ayes.

Correspondence, communications and public comments.

The board received a card from Denise Lanter in appreciation of the retirement dinner in her honor. The board received a certified letter from the City of Decatur with the most recent list of properties they plan to annex.

The Board reviewed the December 2013 bill list. Matt asked about check numbers 8305 and 8316 to Detection Security. Julia replied that 8305 is for 3 months service and 8316 is for inspection and replacement of parts for the system. Matt moved that the bill list be approved. Ron seconded the motion. The motion passed with all ayes.

The November bookkeeper's report was reviewed by the board. Matt moved that the bookkeepers report for November be approved. Ron seconded the motion. The motion passed with all ayes. The December bookkeeper's report was reviewed by the board. Bill moved that the bookkeeper's report for December be approved. Jackie seconded the motion. The motion passed with all ayes.

The October treasurer's report was reviewed by the board. Matt briefly explained the change in the format he is using for the treasurer's reports. The information is all the same, just being presented in a different format. Matt pointed out areas in the new format that make it easier to compare information from the bookkeeper to the treasurer's report. Ron moved that the treasurer's report for October be approved. Jackie seconded the motion. The motion passed with all ayes. The board reviewed the treasurer's report for November. Barbara moved that the treasurer's report for November be approved. Bill seconded the motion. The motion passed with all ayes. The board reviewed the treasurer's report for December. Bill moved that the treasurer's report for December be approved. Jackie seconded the motion. The motion passed with all ayes.

Julia Welzen presented the Director's report. Julia reviewed the circulation numbers for December 2013. She reported that a new librarian has been hired. Caroline Kionka has been hired as a full time Librarian II. Julia also reported that a new handyman has been hired. Gary Becker has been hired as the new maintenance worker. Gary will work an average of 10 hours per week as part time maintenance worker. Julia reported that the board treasurer must be bonded. She investigated the cost of bonding

the entire board. The cost difference is \$113. (\$305 for just treasurer vs. \$418 for board) Julia concluded and the board agreed (this was not an item that needed a vote to approve expenditure) that bonding the board would be a positive change. Julia reported that she is serving on the Illinois Heartland Library System Nominating Committee again this year. Certification of the library district's system member status with the Illinois State Library has been completed.

The per capita check should be received around the 1<sup>st</sup> of March.

There were several items of new business.

The list of holidays approved at the December board meeting, incorrectly listed the Easter 2014 holiday as April 18. It should be April 18 – 19. Ron made a motion to change the Easter holiday to April 18 and 19. Matt seconded the motion. The motion passed with all ayes.

In the list of board meetings for 2014, the April meeting date was listed as April 21 instead of April 28. After discussion, the board determined that the date could be April 21 as printed in the list.

The board reviewed the Reference Services policy and determined that no changes are needed.

The board reviewed the Prohibited Gifts policy and determined that no changes are needed.

The board is in need of a new Ethics Officer. John appointed Jackie as the new Ethics Officer. Jackie accepted the appointment.

In miscellaneous business, Julia reported that the money allotted for replacement of ceiling tiles and general repair work has run out. The new handyman will work on replacing the remainder of the tiles as he has time.

Matt moved that the meeting be adjourned at 5:25 PM. Ron seconded the motion. The motion passed with all ayes.

The regular board meeting will be on Monday February 24, 2014, at 4:30 PM at Argenta.

Respectfully Submitted

Barbara Light