

Minutes of Meeting of
Argenta-Oreana Public Library District
Board of Trustees
February 25, 2013 at Argenta

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

The board reviewed the minutes from the January 28th meeting. Julia supplied the correct spelling and check information for B-Clean Window Cleaners. Marsha Ferguson moved that the January 28th minutes be approved as corrected, and Ron Ioerger seconded the motion. The motion passed with all ayes.

The board reviewed the January 2013 bill list. Julia indicated that the bank charges which were questioned at the January meeting have been resolved. The bank had been charging us for a service we no longer used, so they refunded us. The charges do not appear in this month's reports. Matt Honnold asked about check #8015 to B-Clean Window Cleaners. Julia indicated that it was for stripping and cleaning the foyer floor at Argenta, as well as cleaning the windows at Argenta. Doris McKay asked about check #8010 to Spectrum Janitorial Supply. Julia indicated that it was for a special neutral cleaner. Doris asked also about check #8029 to Monticello Micro. Julia indicated that it was for the color printer, as well as networking and installing the printer for the Argenta Library. Doris McKay moved and Barbara Light seconded the motion that the bills be approved. The motion passed with all ayes.

The board reviewed and discussed the January Bookkeeper's reports. Julia indicated that a \$200 privately funded grant had been posted to the state grant category, but would be corrected by the bookkeeper. Ron Ioerger moved and Doris McKay seconded the motion that the reports be approved. The motion passed with all ayes.

The board reviewed the January Treasurer's report. Marsha indicated that it balanced with both the bank and the Bookkeeper's reports. Doris McKay moved and Barbara Light seconded the motion that the report be approved. The motion passed with all ayes.

Julia Welzen, Library Director, reported that January circulation numbers for both libraries were all time highs for January. The bank has reimbursed the library \$140 for the payroll fees that were charged. Twenty-five people attended the library computer classes in January and February. The students and general public were surveyed to provide feedback for future computer classes. The board discussed the purchase of six laptop computers to aid in teaching future classes. Julia will get information on the costs. The library is having a March Madness promotion in March with a poster and prize giveaway. The IHLS merger will only require the library to be off-line for one week. All holds not filled will be deleted on March 22nd. Patrons will need to resubmit any deleted holds after the new system goes live on April 9th. Patrons will also be required to present their library cards April 1st through 8th as there will be no way to identify patrons without their cards in the off-line system. Kristy Haltom has been participating in webinars in order to receive the 15 training hours necessary of IHLS copy catalogers, and she will be attending the Polaris

cataloging training later this month. The library has initiated an informational campaign so patrons will be aware of changes early enough to make accommodations. There is a page on the library website that answers some of the questions patrons may have about the merger. Julia has been appointed to the IHLS Nominating Committee, which helps oversee the nomination and election of the IHLS System Board. 4MC was called to check the roof at the Argenta building because the skylights were leaking, and a piece of metal (used to insulate the roof) blew off the roof. Dick Logue also indicated that the skylights need to be resealed, as they are leaking. Julia is getting a quote for fixing the problem.

In new business, the board reviewed the Bylaws revisions. Doris McKay moved that the board approve the amended Bylaws. Ron Ioerger seconded the motion. The motion passed with all ayes.

In miscellaneous business, Ron and Marsha indicated that they had received strange encrypted messages from one of the library email accounts. Julia thanked them for letting her know about the problem, and she will check on the account.

Marsha Ferguson moved that the meeting be adjourned at 5:25 p.m. Ron Ioerger seconded the motion. The motion passed with all ayes.

The next regular board meeting will be Monday, March 25th at 4:30 p.m. at Argenta.

Respectfully submitted,

Doris J. McKay, Secretary