

Minutes of the Meeting of  
Argenta-Oreana Public Library District  
Board of Trustees  
May 20, 2013 at Argenta

The meeting was called to order at 4:30 pm by President, John White. Library Board members present were Marsha Ferguson, Jackie Goeppinger, Matt Honnold, Ron Ioerger, Barbara Light and Bill Taraszewski. Also in attendance was Julia Welzen, Library Director. Julia administered the oath of office to Jackie, Ron, Barbara and Bill. The election of officers was conducted. The results were: John White – President, Matt Honnold-Vice President, Barbara Light-Secretary and Marsha Ferguson-Treasurer.

The Board reviewed the minutes from the April 22, 2013 meeting. Ron Ioerger moved that the minutes be approved, and Marsha Ferguson seconded the motion. The motion passed with all ayes.

The board acknowledged receiving the letter from the city confirming the intent to annex two parcels located in the AOPLD.

Bill Ryan from Stoutenborough Insurance reviewed the insurance policies that AOPLD has with his company. There was discussion about Director and Officers liability amounts. Bill agreed to get estimates for additional insurance and submit them to the board.

The Board reviewed the April 2013 bill list. There was a question about check number 8074. Julia reported that this is a children's book company. Ron Ioerger moved that the bills be approved. Bill Taraszewski seconded. The motion passed with all ayes.

The board reviewed the April Bookkeeper's reports. Marsha reported that the Social Security fund balance was off by \$4.25 again this month. Julia will question the accountants about this recurring error. Matt Honold moved that the Bookkeeper's report be approved with the \$4.25 exception. Barbara Light seconded. The motion passed with all ayes.

The board reviewed the April Treasurer's report. Marsha reported the discrepancy noted above. Ron Ioerger moved that the Treasurers report be approved. Bill Taraszewski seconded. The motion passed with all ayes.

Julia Welzen, Library Director reported April circulation numbers. The numbers were somewhat lower in April due to the Polaris migration. Julia reported that the preliminary rate IMRF in 2014 is 13.53%, which is lower than the 2013 and 2012 rates. The summer reading program will commence on May 28 with details listed on the website. Julia reports that the workflow for Polaris is continuing to improve. Julia also reported that the roof at Argenta has been repaired.

There were several items of new business.

The .02% tax levy (Ordinance No. 13-04) was discussed. Ron Ioerger moved that the Ordinance 13-04 be approved. Matt Honnold seconded. The motion passed with all ayes.

Julia presented the proposed hourly wage table revised to 2013 with level and step definitions. Marsha Ferguson moved to accept the revised table. Ron Iorger seconded. The motion passed with all ayes.

Julia presented the proposed FY2014 employee compensation spreadsheet. Matt Honnold moved that the proposed compensation be approved as presented. Barbara Light seconded. The motion passed with all ayes.

Julia presented a copy of the FOIA policy for AOPLD. Julia is the primary of the FOIA officer. Normally the Secretary is the secondary officer. Barbara Light agreed to take the FOIA training to qualify for the secondary officer. . Bill Taraszewski moved to accept the FOIA policy and officers. Ron Iorger seconded. The motion passed with all ayes.

Committee assignments for the new board were discussed. The new committee assignments are: Finance – Marsha and Matt; Personnel - John and Bill; Policy – John and Barbara; Building and Grounds – Ron and Jackie. Jackie Goeppinger moved to accept the committees. Ron Iorger seconded. The motion passed with all ayes.

Julia discussed the long range plan and SWOT analysis. The AOPLD has many strengths, such a strong staff and leadership, good reputation in community, financial trust income, growing collection and program offerings, newly added mobile computer lab and a good relationship with area public libraries and school libraries. There are some challenges such a lack of a Friends of the Library organization, the age of the Argenta location and the cost of maintaining two locations for such a small district. There are numerous opportunities both long and short range. Examples of these are Back 2 Books grant, plans to monitor the condition of the Argenta location to address maintenance needs, possible association with area school libraries and interest in community book clubs.

There were two items under Miscellaneous Business. The Finance committee will meet in June to create a tentative budget. The Personnel committee will meet in June discuss Director evaluation and compensation for 2014.

Marsha Ferguson moved that the meeting be adjourned at 6:07 PM. Jackie Goeppinger seconded the motion. The motion passed with all ayes.

The next regular board meeting will be Monday June 24, 2013 at Argenta.

Respectfully Submitted,

Barbara Light