

Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
November 14, 2016 at Oreana

The meeting was called to order at 4:30 PM by Vice President Ron Ioerger. Library Board members present were Jackie Goepfinger, Matt Honnold, Aaron Klepzig, and Anna Mae Roberts. Also in attendance were Donna Schaal, Library Director and Caroline Kionka, Assistant Library Director. John White and Barbara Light were absent.

There was one member of the public at the meeting.

In consideration of the person in attendance from the public, the Board started with the opening of the Argenta renovation bids. We received 4 bids by the deadline. All bids were read out loud and recorded at the meeting. They were as follows:

4MC Corp - \$58,000
Jones & Sullivan Enterprises - \$80,000
Ottobaum Company - \$95,600
Klepzig – \$118,300

It was decided that a Special Board Meeting would be held on Thursday, November 17, at the Argenta building, 4:30 PM to further discuss the bids. The person from the public left the meeting.

Due to the short timeframe between October and November board meetings, the minutes and financials for October 2016 were tabled until the January board meeting.

Donna Schaal presented the director's report. Donna reviewed the circulation numbers for October. Tours were given to any entity who requested one for the Argenta renovation. Plans for the closure of Argenta had been tentatively made. The outside lights in Oreana had been repaired by Thrifty Supply Industrial Maintenance. While the repair was going on, it was discovered that one of the heating ducts in the attic was not attached. Thrifty Supply fixed that issue as well as the outside lights. Donna reported on Book Club attendance. She attended several meetings during the month. Donna reported that the library has received the first installment of the tax levy from DeWitt County.

There were several items of New Business:

- 1) Ordinance 17-04 which establishes the regular board meeting scheduled dates was discussed. A motion to pass the ordinance was made by Aaron and seconded by Anna Mae. The motion passed with all ayes.
- 2) The 2017 holiday schedule was discussed. A motion to pass the Holiday Schedule as presented was made by Jackie and seconded by Aaron. The motion passed with all ayes.
- 3) End of Year Christmas Bonuses were discussed. Donna presented a list of employees with suggested dollar amounts. Donna's bonus was added to the list. A motion to pass the End of Year Christmas Bonuses as amended was made by Anna Mae and seconded by Matt. A roll call vote was held with all ayes.

- 4) The State of Illinois is requiring all public entities to pass a Travel Expense Control Act Resolution. After discussion, a small correction was made to the language. A motion to pass the Travel Expense Control Act Resolution, as amended, was made by Matt and seconded by Jackie. The motion passed with all ayes.
- 5) The Board then discussed Chapter 6 Access from Serving Our Public. Donna went over the detailed list on Access with the board. The Library District meets or exceeds all of the standards.

Under Miscellaneous business a discussion regarding the closure of Argenta's building was held. It included waiving of fines, asking questions of the bidders, and who Donna had already contacted for assistance regarding the moving of items, what the staff had determined would be needed in Oreana, etc. Donna was directed to contact the two lowest bidders so that the board could clarify a few points of the differences regarding the pricing.

The next regular board meeting will be on Monday, January 23, 2017, at 4:30 PM, at the Oreana Building.

A motion to adjourn was made by Matt. Aaron seconded the motion. The motion passed with all ayes. The meeting was adjourned at 6:05 PM.