

Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
July 25, 2016 at Oreana

Public Hearing Meeting 4:15 PM

The meeting was called to order at 4:15 PM by President John White. Library Board members present were Jackie Goepfinger, Ron Ioerger and Anna Mae Roberts. Barbara Light joined the meeting at 4:21 PM. Matt Honnold joined the meeting at 4:24 PM. Also in attendance was Donna Schaal, Library Director and Caroline Kionka, Assistant Director. This was a public hearing meeting for the Annual Budget and Appropriation Ordinance. There were no members of the public in attendance. There was no public comment.

Regular Board Meeting 4:30 PM

The meeting was called to order at 4:33 PM by President John White. Library Board members present were Jackie Goepfinger, Ron Ioerger, Matt Honnold, Anna Mae Roberts and Barbara Light. Aaron Klepzig joined the meeting at 4:43 PM Also in attendance was Donna Schaal, Library Director and Caroline Kionka, Assistant Director.

There was no correspondence, communication or public comment. Donna said that she is getting positive verbal feedback about the extended Friday hours for both locations.

The Board reviewed the minutes from the June 27 meeting. Ron moved to approve the minutes as presented. Anna Mae seconded the motion. The motion passed with all ayes.

The Board reviewed the June bill list. Jackie asked about bill #9256 to Argenta in Motion for the future. Donna explained that this was a contribution toward a movie night event open to the public. Matt asked about check number 9257. Donna replied that this was for the tops for the shelving in the children's library. Matt asked about 2 checks to Sam's Club. Donna said that these were for items used during the summer reading program, plus supplies. Anna Mae moved to approve the bill list. Jackie seconded the motion. The motion passed with all ayes.

The Board reviewed the June Bookkeeper's report. Matt stated that some items were not tying out correctly when compared to the Treasurer's report. Matt requested that the Bookkeeper report be tabled until next month.

Matt requested that the June Treasurer's report be tabled until next month. Matt will contact the Bookkeeper to determine the reason for the difference in the Bookkeeper's report.

Donna Schaal presented the director's report. Donna reviewed the circulation numbers for June. The circulation numbers were up primarily due to the participation in the Summer Reading Program. Donna reported that the Library received the 1st installment of the Macon County Tax Levy (\$105,987.43). The Library also received the FY2016 public per capita grant funds (\$3,189.78). Donna reported on several maintenance items. She discussed the increased presence of bugs inside the Library building at Oreana. Orkin has been notified to redo the barrier outside the building. Donna reported attendance at several events that were part of the summer reading program. Donna attended several meetings, trainings and events. She also reported that she and Caroline have been training the new employee. Donna reports that she has completed all performance reviews. She had one employee that has requested an additional 6.44% raise. Donna denied the request and gave the board her reasons for her action. The board declined to take any additional action on this matter.

There were several items of new business.

1. From the Finance Committee: FY2017 Working Budget – Matt presented the working budget. Matt moved to accept the FY2017 Working Budget as presented. Aaron seconded the motion. The motion passed with all ayes.
2. Ordinance 17-01 Building and Maintenance Levy for FY2017 – The board reviewed the ordinance. Barbara moved to accept the ordinance as presented. Matt seconded the motion. The motion passed with all ayes.
3. Ordinance 17-02 Budget and Appropriations for FY2017 – – The board reviewed the ordinance. Ron moved to accept the ordinance as presented. Matt seconded the motion. The motion passed with all ayes.
4. Transfer to Special Reserve Fund – This business was tabled until the August meeting.
5. Appointment of two trustees to review fiscal year minutes and other documents (Secretary's Audit -75 ILCS 16/30-65). Jackie and Matt were appointed to review the minutes and documents.

6. Creation of a new bank account for donations and the public per capita grant. Donna requested that there be a separate account for donations and the per capita grant. This will help to track how the donations are used. Matt moved to authorize Donna to set up a new account for donations and per capita money.

There was one item of miscellaneous business – the sidewalk project is on temporary hold while there is a change in ownership of the railroad property.

The next meeting will be on Monday, August 22, 2016, at 4:30, at the Oreana Building.

A motion to adjourn was made by Ron. Jackie seconded the motion. The motion passed with all ayes. The meeting was adjourned at 5:40 PM.

Respectfully submitted,

Barbara Light