

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
September 25, 2017 at Argenta**

The meeting was called to order at 4:30 PM by President John White. Library Board members present Ron Iorger, Matt Honnold, Anna Mae Roberts and Barbara Light. Also in attendance were Donna Schaal, Library Director and Bradley Irwin, Assistant Library Director.

There was no correspondence or public comment.

The Board reviewed the minutes from the August 28 meeting. Matt moved to approve the minutes as read. Ron seconded the motion. The motion passed with all ayes.

The Board reviewed the August bill list. Anna Mae asked about check number 9711 to ID Label. Donna said that it was for barcodes for the books. John asked about check number 9722 to 4MC Corp. Donna reported that it was to repair emergency lights. Anna Mae asked about check 9720 to Scovill Zoo and check 9721 to TLC's Ice Cream. Donna said that it was for the Summer Reading program. Donna brought up checks numbered 9725 and 9726. These were for lost books payable to other libraries and the library was reimbursed for the cost by the patron. Anna Mae moved to approve the bill list. Ron seconded the motion. The motion passed with all ayes.

The Board reviewed the August bookkeeper's report. Matt said he found no irregularities. Matt moved to approve the August Bookkeeper's report. Anna Mae seconded the motion. The motion passed with all ayes.

The Board reviewed the August treasurer's report. Matt reported that his report agreed with the bookkeeping report. Ron moved to approve the August treasurer's report. Barbara seconded the motion. The motion passed with all ayes.

Donna Schaal presented the director's report. Donna reviewed the circulation numbers for August. Donna reported that the library received the 2nd tax levy installments from DeWitt County and Macon County. She reported Alexa Duncan started at the library on September 18, as the part time circulation clerk. Donna listed several maintenance items for both buildings: new window treatments, repair of emergency lights, carpet cleaning and security cameras at both buildings. Donna attended several meetings and events, including spending a day at the "library booth" at the Farm Progress Show.

There was one piece of old business. The library received a grant to partially fund a new HVAC system at Oreana. Donna asked to have the topic tabled until next month when Aaron would be in attendance to assist in explanation of the information received from various contractors.

There was one item of new business.

1. The board reviewed Chapter 12 from "Serving Our Public", as required for the Public Per Capita Grant.

Matt left the meeting at 5:22 PM.

There was no Miscellaneous Business.

The next meeting will be on Monday, October 23, 2017, at 4:30 PM at the Argenta Building. John asked for a motion to adjourn the meeting. Ron moved to adjourn the meeting. Anna Mae seconded the motion. The motion passed with all ayes. The meeting adjourned at 5:29 PM.

Respectfully submitted,

Barbara Light