

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
May 21, 2018 4:30 PM at Argenta**

The meeting was called to order at 4:30 PM by President John White. Library Board members present were Anna Mae Roberts, Aaron Klepzig, Ron Ioerger, and Jackie Goepfinger. Also, in attendance was Donna Schaal, Library Director, and Bradley Irwin, Assistant Director.

The Board elected the following officers: President John White - Jackie nominated John with Anna Mae seconding the motion. John was unanimously elected. Vice President Jackie Goepfinger – Anna Mae nominated Jackie with Ron seconding the motion. Jackie was unanimously elected. Treasurer Matt Honnold and Secretary Barb Light will continue in their current offices.

The Board reviewed the minutes from the April meeting. There were no corrections. Ron moved to approve the minutes. Aaron seconded the motion. The motion passed with all ayes.

There was no correspondence or communication. The Board recognized Trudy Smith. Trudy told the Board about her past experience and her connection with the library.

The board reviewed the April bill list. Ron asked about the two entries to the Association of Small and Rural Libraries one for \$195.00 and one for \$275.00. Donna explained that the \$195.00 was Brad's registration fee to attend the Springfield conference in September (Friday only) and the \$275.00 was for Donna to attend the entire Thursday-Saturday conference. Donna also noted that next month there will be a \$45.00 listing so that Carol Roberson can attend a pre-conference session on Wednesday afternoon. Ron also asked about the last entry listed for \$1,184.94. Donna explained that this entry to NewEgg was for 3 refurbished computers (all patron computers). Money was transferred in from the public per capita grant to pay for the computers. Anna Mae asked about check #9940 to Overdrive. Donna explained that this was the annual subscription to Library On the Go for ebooks and eaudiobooks. Donna noted that the second entry to Akismet was for software to prevent spammers/fraud on our website. The Board tabled the April bill list; the Bookkeeper's report for April and the April Treasurer's report.

Donna Schaal presented the director's report. Donna reviewed the circulation numbers for April. Circulation numbers continue to be good. The check for the LSTA grant was received. Donna presented to the Board an option for an outdoor sign by Bendsen Signs & Graphics. The design was well received. Aaron asked for a breakdown of the dollar amount. It was discussed that the plaque dedicating the sign to Bob Ferrill would only be positioned on one side. Aaron asked for a second bid from a local vendor. Donna will pursue this in the fall. Summer reading programming, advertising and donations are all going according to schedule. Donna attended several meetings/events.

There was one item of Old Business. Donna updated the Board on the sidewalk. The plans for the sidewalk is still awaiting approval from IDOT. The engineer believes that this approval will be coming next week. Once the plans are approved, the bid process will begin with bids being opened the third week of June. The deadline for the Winings grant is June 30, and the Village will be submitting that grant for us. A letter of support has been sent to the Village of Oreana.

There were five items of new business.

1. Director evaluation and compensation. Jackie made a motion to move into closed session citing exemption Personnel-5 ILCS 120/2 (c) (1). Ron seconded the motion. The motion passed with all ayes. The board moved to closed session at 5:06 PM. Ron made a motion to return to open session. Anna Mae seconded. The board returned from closed session at 5:31 PM. John stated that the Board would retain the director for another year. Jackie moved to increase the director's compensation as discussed. Aaron seconded the motion. A roll call vote was taken with all ayes.

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2. ETO language. Last month the board requested that our attorney review the new wording of the ETO language. Donna reported that Mr. Lenzini believed the policy to be sound and asked Donna to contact IMRF to make sure that it complied with IMRF requirements. IMRF agreed that the new language would meet their requirements. Donna reviewed the changed language with the board. The new ETO language will be added to the Personnel Policy. A motion to approve the new version of the Personnel Policy was made by Anna Mae and seconded by Ron. The motion passed with all ayes.
3. A motion to approve the FY2019 Non-Resident Fee Policy was made by Ron and seconded by Anna Mae. The motion passed with all ayes.
4. A motion to set the date for the public hearing of the FY2019 Budget and appropriations ordinance 19-02 for July 23, 2017 at 4:15 PM at the Oreana Public Library building was made by Jackie and seconded by Anna Mae. The motion passed with all ayes.
5. Discussion was held on the Tentative FY2019 Budget and Appropriations Ordinance 19-02. Donna reviewed the numbers with the Board Members providing them with a spreadsheet to explain where the numbers came from and reminding them that many of the numbers outside the levy was in accordance to the recommendation made by their attorney. The Board is given a chance to review these numbers until the next board meeting in July where the document will be voted on.

Miscellaneous business. Donna mentioned that we had received Betz-Holmes Trust monies just that morning, but not Parr. Donna and Brad shared with the Board statistics from the library's website showing that Alexa's book reviews were doing very well.

Ron offered his resignation to the Board. John commended Ron for his 5 years of service with the AOPLD board and expressed AOPLD's appreciation of a job well done. Aaron moved and Anna Mae seconded the acceptance of Ron's resignation.

The next meeting will be on Monday, June 25, 2018 at 4:30 PM at the Argenta Building.

John asked for a motion to adjourn the meeting. Anna Mae moved to adjourn the meeting. Ron seconded the motion. The motion passed with all ayes. The meeting adjourned at 6:15 PM.

Respectfully submitted,

Donna Schaal