

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
October 22, 2018 4:30 PM at Oreana**

The meeting was called to order at 4:30 PM by Vice President Jackie Goeppinger. Library Board members present were Trudy Smith, Matt Honnold and Barbara Light. Also, in attendance were Donna Schaal, Library Director and Bradley Irwin, Assistant Library Director.

There was no public comment, correspondence or communication.

The Board reviewed the minutes from the September meeting. Trudy moved to approve the minutes as presented. Matt seconded the motion. The motion passed with all ayes.

The board reviewed September bill list. Matt asked about travel reimbursements. Donna explained that these were for attendance at a library preconference in Springfield. Jackie asked about check number 10083 to Argenta Oreana High School. Donna said that this was for two high school yearbooks. Matt moved to approve the bill list as presented. Trudy seconded the motion. The motion passed with all ayes.

The September financial reports and Treasurer's report were tabled until the December meeting.

Donna Schaal presented the director's report. Donna reviewed the circulation numbers for September. Circulation numbers continue to be very good. She reported that the 2nd installment of the Macon County levy was received. Donna also reported that the library received a memorial donation for the mother of Carol Zilz (Emily Rose). Donna said that the library received \$290 from the fall book sale. She reported that the new security cameras have been installed. Donna also reported on several maintenance issues. Donna attended several meetings/events. Brad hosted the Adult Services Forum.

Donna gave a brief update on the sidewalk project.

There were four items of new business.

1. Financial Review – Sara Burgener from May, Cocagne and King presented the 2018 Financial Review. She noted this is a review and not an audit. Matt moved to accept the result of the review. Barbara seconded the motion. The motion passed with all ayes.
2. Transfer to Special Reserve Fund – a recommendation was made to move excess funds from fiscal 2018 out of the General Fund and into Special Reserve Legacy Fund. Matt made a motion to move \$30,000 from the General Fund into the Special Reserve Legacy Fund. Trudy seconded the motion. The motion passed with all ayes.
3. Information about local solar farms – Donna presented information from a meeting she attended regarding installation of local solar farms and possible impact of increased tax dollars to AOPLD.
4. Public Per Capita Requirement – Trustee Facts File – The board reviewed and discussed chapters 6-8 from the Trustee Facts File. The chapters included information on Intellectual Freedom, Planning and Human Resources. Review of this information by the board of trustees fulfills a requirement of the Public Per Capita requirement.

There was one item of Miscellaneous business. Donna would like to have a Staff Day on Friday December 14. The board agreed that is a good idea to have a day when all staff can gather for an informational and educational meeting.

Jackie asked for a motion to adjourn the meeting. Matt moved to adjourn the meeting. Trudy seconded the motion. The motion passed with all ayes. Jackie adjourned the meeting at 6:11 PM.

The next board meeting will be on Monday December 03, 2018, at 4:30 PM at Oreana.

Respectfully submitted,

Barbara Light