

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
December 3, 2018, 4:30 PM at Oreana**

The meeting was called to order at 4:30 PM by President John White. Library Board members present were Trudy Smith, Matt Honnold, Jackie Goeppinger, Aaron Klepzig, Anna Mae Roberts and Barbara Light. Also, in attendance was Donna Schaal, Library Director.

There was no public comment, correspondence or communication.

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

The board reviewed the September Bookkeeper and Treasurer's reports. Jackie moved to approve both reports as presented. Anna Mae seconded the motion. The motion passed with all ayes.

The board reviewed October bill list. John asked about a debit to Flooring America. Donna explained that is was for floor tiles to repair the restroom floor in Oreana. Anna Mae asked about check number 10103 to Detection Security Co. Donna said that was for the additional security camera for Argenta. Barbara moved to approve the bill list as presented. Trudy seconded the motion. The motion passed with all ayes.

The October Bookkeeper's report and Treasurer's reports were tabled until the January meeting.

Donna Schaal presented the director's report. Donna reviewed the circulation numbers for October and November. Circulation numbers continue to be very good. Donna reported on the books purchased as part of the Back2Books Grant. She reported on several building issues. She made a switch in vendors for furnace inspections. There has been water damage in the restrooms at Oreana. Work is being done to repair the damage. Donna discussed the possibility of an e-rate grant to move to optic fiber for data at both buildings. Donna will pursue this option. Donna reported on the Drop IN Tech support with Brad, the Book Club and the Storytime at the library. All three have good attendance. Donna attended several meetings and local events.

Donna gave a brief update on the sidewalk project.

There were eight items of new business.

1. The board discussed compensation for the Young Adult Library position. Trudy moved to approve the compensation as discussed. Jackie seconded the motion. The motion passed with all ayes.
2. 3/5 Majority Vote/ Annual Financial Report - As required by the State of Illinois Comptroller's Office, the Annual Financial Report has been provided to each member of the AOPLD's Board of elected officials and was approved by a unanimous vote. Anna Mae moved to approve the Annual Financial Report as described above. Aaron seconded the motion. The motion passed with all ayes.
3. 2019 Board Meeting Dates – The board reviewed Ordinance No. 19-04 Board of Trustee Meeting dates. The board discussed a date change from April 22 to April 29. Matt moved to approve the ordinance as amended. Trudy seconded the motion. The motion passed with all ayes.
4. The board reviewed the list of proposed holiday closures. Jackie moved to approve the holiday closure list as presented. Anna Mae seconded the motion. The motion passed with all ayes.
5. End of year bonuses – the board discussed the recommendation for end of the year bonuses. Matt moved to approve the bonuses as recommended. Jackie seconded the motion. The motion passed with all ayes.
6. Donna presented a proposal to replace the lighting at Oreana with LED lighting. The bid for the upgrade is \$5,820.00. Ameren offers an incentive of \$2,528.58. The total cost to the library would be. \$3,291.42. Jackie moved to approve the replacement and upgrade as quoted. Trudy seconded the motion. The motion passed with all ayes.
7. Public per capita requirement – Trustee Facts file – Chapters 9-10 discussion. The board read and discussed the chapters as required by the requirement.

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8. Public per capita requirement – Illinois Veteran’s History Project – A pamphlet was given out to all board members present. Discussion included the role of AOPLD as it pertains to this outreach program.

Barbara left the meeting at 6:10 PM. Donna took minutes from new business item number 7 through the end of the meeting.

There was one item of Miscellaneous business. Anna Mae Roberts submitted her letter of resignation to the Board. Anna Mae thanked the board members for their support over the years and wished us well. John White, board President, with much regret, accepted Anna Mae’s resignation.

John asked for a motion to adjourn the meeting. Trudy moved to adjourn the meeting. Aaron seconded the motion. The motion passed with all ayes. John adjourned the meeting at 6:26 PM.

The next board meeting will be on January 28, 2019 at Argenta.

Respectfully submitted,

Barbara Light