

**Minutes of the Meeting of  
Argenta-Oreana Public Library District  
Board of Trustees  
January 28, 2019 at Argenta**

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 and Barbara Light. Also, in attendance was Donna Schaal, Library Director and Brad Irwin, Assistant Director. Linda Albert also attended the meeting.

There was no public comment, correspondence or communication.

The Board reviewed the minutes from the December meeting. Jackie noticed that she was listed as adjourning the meeting. John adjourned the meeting. Matt moved to approve the minutes as corrected. Trudy seconded the motion. The motion passed with all ayes.

The board reviewed November bill list. Donna noted that NewWave internet service is now listed as Cable One. The board reviewed the December bill list. Brad commented that the snow removal is listed as Miller Enterprises on the bill list. Jackie asked about a debit to Elm Street Grill. Donna explained that was for the staff Christmas party. Matt asked about check number 10177 to Doyle Klepzig. Donna explained that was for materials, less tile and cove molding, plus labor for work in the Oreana restrooms.

The board reviewed the October and November Bookkeeper and Treasurer's reports.

Trudy moved to approve the November and December bills as well as the October and November Bookkeeper's and Treasurer's reports as presented. Jackie seconded the motion. The motion passed with all ayes.

The December Bookkeeper's report and Treasurer's report were tabled until the March meeting.

Donna Schaal presented the Director's report. Donna reviewed the circulation numbers for December. Circulation numbers were good for December. December is always a month with lower circulation. She reported that the library has received the final installment of the levy from Macon County. She has submitted application for the Public Per Capita Grant for 2019. She has also submitted the Annual Library Certification form to the State Library. Joann Parenti is retiring. Donna has filled the position with Katie Brown who will start February 4. Donna discussed several building issues. The Argenta building had a roof leak that has been repaired. Both restrooms at the Oreana building have had the tile replaced. Donna gave an update on the eRate project. Donna reported on the Drop In Tech support with Brad, the Book Club, Christmas Crafts, Movie Day and the Storytime at the library. All had good attendance. Donna attended several meetings and local events.

Donna gave an update on the sidewalk project. The project appears to be back to the Library as the city of Oreana states that it is not in a position to develop a sidewalk in 2019. Donna and the board discussed various options open to the library. Donna will investigate some of the options.

There were three items of new business.

1. Changes to the Prevailing Wage Act – The board reviewed the changes in the Prevailing Wage Act.
2. Donna passed out copies of the annual Statement of Economic Interests (for the county). These were completed and Donna will file with the county.
3. Long Range Planning – Donna led a discussion on updating the Long-Range Plan for the AOPLD. Aaron and Barb will meet with Donna to investigate ideas generated by the discussion. Brad gave a presentation on the capacity of the book shelving at both buildings. Oreana is nearly at capacity which limits shelving space for new books. The building committee will consider options for shelving in both buildings.

## AOPLD Minutes

There was one item of Miscellaneous business. Donna asked the board for guidance regarding closing the libraries for cold weather. The board agreed that if the weather could cause a safety hazard for employees, Donna should close the buildings.

John asked for a motion to adjourn the meeting. Aaron moved to adjourn the meeting. Trudy seconded the motion. The motion passed with all ayes. John adjourned the meeting at 6:17 PM.

The next board meeting will be on March 25, 2019, at Argenta.

Respectfully submitted,

Barbara Light