

**Minutes of the Meeting of  
Argenta-Oreana Public Library District  
Board of Trustees  
December 2, 2019, 4:30 PM at Oreana**

The meeting was called to order at 4:30 PM by President John White. Library Board members in attendance were Jackie Goeppinger, Trudy Smith, Linda Albert, Matt Honnold, Aaron Klepzig (joined the meeting at 5:10 PM) and Barbara Light. Also, in attendance was Donna Schaal, Library Director.

Correspondence, communications, and public comments – There was no correspondence, communication or public comment.

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

The board reviewed the October bill list. Matt asked about check number 10421 to Mt. Zion District Library. Donna explained that it was for Book Page Magazine for 1 year.

The board reviewed the October Bookkeeper's report. The Board reviewed the October Treasurer's report. Trudy moved to accept the October bills, Bookkeeper's report and Treasurer's report as presented. Jackie seconded the motion. The motion passed with all ayes.

Donna Schaal presented the Director's report. Donna reviewed the circulation numbers for October and November. Several of the circulation categories have a higher circulation than this time last year. She reported that the library received the 3<sup>rd</sup> installment of the tax levy from DeWitt County. The library now has access to a safe deposit box. Donna will inventory and record contents. Donna gave the board the location for storage of the keys to the box. Donna gave an update to the Risk Management Plan. Donna gave several updates on building maintenance. The fiber connection is up and running. AOPLD has entered a new energy contract. The rate is lower and locked in for 3 years. This was obtained through the AOPLD membership in the Greater Decatur Chamber of Commerce. She reported on the Book Club with 8 attendees and Story Time with several adults and children. 38 people attended the Family Reading Night on 11/21. Donna attended several events and meetings.

Old Business –

*Update on Annexation* - Donna gave an update from a discussion with Ross Munsterman. The City of Decatur wants to send a letter to the properties (that Decatur wants to annex) to advise them that their Library would not change to the Decatur Public Library.

*Update on Live and Learn Grant* – The grant would cover up to \$50,000 for improvement and expansion. Donna wanted input from the board about interest in moving forward with application for such a grant. The Board will hold a special meeting on Monday December 9<sup>th</sup> at 4 PM to further discuss and act on this issue.

New Business-

*Annual Financial Report* – the board reviewed the annual Financial Report. Linda moved to accept the report as presented. Matt seconded the motion. A roll call vote was taken. The motion passed with all ayes.

*2020 Holiday Closure Dates* – The board approved a schedule for January holiday closures. The Board will review all holidays at the next meeting.

*2020 Board Meeting Dates* – The board reviewed the board meeting dates proposed for 2020. Aaron moved to approve Ordinance 20—04 confirming the dates the board will meet in 2020. Jackie seconded the motion. The motion passed with all ayes.

*End of Year Bonuses*- the board discussed the recommendation for End of Year bonuses to library employees. Jackie moved to approve the bonus schedule as proposed and added a bonus for the Library Director. Matt seconded the motion. The motion passed with all ayes.

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Miscellaneous – There was no miscellaneous business.

John asked for a motion to adjourn the meeting. Jackie moved to adjourn the meeting. Matt seconded the motion. The motion passed with all ayes. John adjourned the meeting at 6:05 PM.

The next board meeting will be on January 27, 2020, at 4:30 PM at Argenta.

Respectfully submitted,

Barbara Light