

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
May 26, 2020, 4:30 PM via ZOOM meeting (online) and in person (Oreana building)**

The meeting was called to order at 4:38 PM by President John White. Library Board members in attendance were Jackie Goeppinger, Trudy Smith, Matt Honnold, and Barbara Light. Also, in attendance were Donna Schaal, Library Director and Bradley Irwin Assistant Director.

Correspondence, communications, and public comments – The Library received several phone calls regarding the status of the library buildings.

Election of Board Officers – Matt moved to retain the present board officers. Trudy seconded the motion. The motion passed with all ayes. Board officers are: President – John White, Vice-President-Jackie Goeppinger, Treasurer-Matt Honnold and Secretary-Barbara Light.

The Board reviewed the minutes from the April 27 meeting. Trudy moved to approve the minutes as presented. Jackie seconded the motion. The motion passed with all ayes.

The board reviewed the March 2020 Bookkeeper’s report. The Board reviewed the March Treasurer’s report.

The board reviewed the April bill list. Jackie asked about check number 10604 to Auto Owners Insurance. Donna explained that this was for property insurance for both locations. The Bookkeeper’s and Treasurer’s reports for April were tabled until the June 29th meeting.

Trudy moved to approve the March 2020 Bookkeeper’s report, the March 2020 Treasurer’s report, and the April 2020 bill list. Barbara seconded the motion. The motion passed with all ayes.

Donna Schaal presented the Director’s report. Donna reviewed the circulation numbers for April. Donna noted that the numbers were low since the Library buildings were closed. Donna noted that the Library received a second check from the Winings Trust fund and a check from the Parr Trust Fund. She reported on some maintenance issues with the Oreana building. Donna and Jackie are working on an online book club meeting. Donna attended several online events and meetings. The Construction Grant review took place on May 20th. Donna reported that while the grant was put forward for funding, a low score from one of the reviewers put AOPLD at 5th on the list to receive funding.

Old Business – There was no old business.

New Business-

Risk Management- The board reviewed the information about using risk management to allocate a percentage of employee salaries from the Insurance and Liability fund. The Library’s attorney has confirmed that this would be an acceptable practice. Trudy moved to accept the Risk Management Plan as presented. Barbara seconded the motion. The motion passed with all ayes.

Non-Resident Fee Policy for 2021- The board reviewed the Non-Resident Fee Policy. Matt moved to approve the policy as presented. Trudy seconded the motion. The motion passed with all ayes.

*Date for FY2021 Budget and Appropriations Ordinance 21-02 hearing-*Barbara moved to set the FY 2021 Budget and Appropriations Ordinance hearing for July 27, 2020, at 4:15 PM at the Argenta building. Jackie seconded the motion. The motion passed with all ayes.

Tentative FY2021 Budget and Appropriations Ordinance 21-02 – the board reviewed the tentative ordinance.

Recommendation on Curbside Services- The board discussed the proposed plan to open the Library to curbside service. Donna proposed opening the library for curbside only services in keeping with good practices using social distancing and minimal handling of items. Donna has on hand adequate PPE to protect employees and patrons.

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Staff compensation FY2021- Matt moved that the board move into closed session citing 5 ILCS 120/2(c)(1) (Personnel) of the Illinois Open Meetings Act. Trudy seconded the motion. The motion passed with all ayes. The board moved into closed session at 5:06 PM. The board returned from closed session at 5:37 PM.

Trudy moved to approve the staff compensation package as presented with the addition of an increase for the Director. Barbara seconded the motion. The motion passed with all ayes.

Miscellaneous business- Donna announced that Brad will be leaving AOPLD in June.

AOPLD received a donation in the name of Georgiana Ragsdale.

John asked for a motion to adjourn the meeting. Matt moved to adjourn the meeting. Jackie seconded the motion. The motion passed with all ayes. John adjourned the meeting at 6:38 PM.

The next board meeting will be on Monday June 29 at 4:30 PM at Argenta and Zoom.

Respectfully submitted,

Barbara Light