

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees**

June 29, 2020, 4:30 PM via ZOOM meeting (online) and in person (Argenta building)

The meeting was called to order at 4:32 PM by President John White. Library Board members in attendance were Jackie Goeppinger, Trudy Smith, Matt Honnold, Linda Albert, and Aaron Klepzig. Also, in attendance were Donna Schaal, Library Director.

Correspondence, communications, and public comments -- None

The Board reviewed the minutes from the May 26 meeting. Matt moved to approve the minutes as presented. Aaron seconded the motion. The motion passed with all ayes.

The board reviewed the April 2020 Bookkeeper's report. The Board reviewed the April Treasurer's report.

The board reviewed the May bill list. Trudy asked about check numbers 10623 and 10624, Donna reminded the Board that those were the men that mowed the lawns and subsequently pointed out check number 10614 to Scott's Lawn & Landscape was to rid the Oreana lot of dandelions. Check number 10620 to Team One Repair Inc. was for PPE for the staff. Check number 10627 to Overdrive, Inc. was for an additional purchase of content credit for our online e-resources. The Bookkeeper's and Treasurer's reports for May were tabled until the July 27th meeting.

Trudy moved to approve the April 2020 Bookkeeper's report, the April 2020 Treasurer's report, and the May 2020 bill list. Linda seconded the motion. A roll call vote was taken and the motion passed with all ayes.

Donna Schaal presented the Director's report. Donna reviewed the circulation numbers for May – noting that our May online numbers were higher than ever. Donna noted that the in-house circulation numbers were continuing to be low since the Library buildings were only offering curbside. She reported some personnel changes. The maintenance problems with Oreana were still being addressed. The book club will be trying to resume in July with the meeting to take place outside in Argenta. Donna attended several online events and meetings.

Old Business – There was no old business.

New Business-

From the Finance Committee- The board reviewed the Working Budget for FY2021. Matt and Donna walked the board through the various funds. Matt moved to approve the Working Budget for FY2021. Trudy seconded the motion. A roll call vote was taken and the motion passed with all ayes.

Additional IMRF Payment- Matt moved to make a lump sum payment of \$20,000 to mitigate unfunded liability. Aaron seconded the motion. A roll call vote was taken and the motion passed with all ayes.

Review of closed minutes- Barbara reported to Donna that she had reviewed the closed minutes for the meetings held in the previous year. All minutes pertained to items that should remain closed.

*Personnel Manual-*The personnel manual was updated changing the hourly vacation schedule for IMRF-Fulltime employees.

*Financial Review-*Matt moved to hire May, Cocagne & King to conduct a Financial Review of AOPLD for 2020, acknowledging that this is a review not an audit. Linda seconded the motion. A roll call vote was taken and the motion passed with all ayes.

Miscellaneous business-None

John asked for a motion to adjourn the meeting. Linda moved to adjourn the meeting. Jackie seconded the motion. The motion passed with all ayes. John adjourned the meeting at 6:00 PM.

The next board meeting will be on Monday July 27th at 4:15 PM at Oreana and Zoom.

Respectfully submitted, Donna Schaal