

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

October 26, 2020, 4:30 PM at Oreana

The meeting was called to order at 4:30 PM by President John White. Library Board members present were Matt Honnold, Jackie Goepfinger, Trudy Smith, and Linda Albert. All members were present in person. Also, in attendance were Donna Schaal, Library Director and Tina Coates, Assistant Library Director.

Correspondence, communications, and public comments – There was no correspondence or public comment. There were no members of the public in attendance.

The Board reviewed the minutes from the September meeting. There was 1 correction. The number of attendees at the book club was 10 not 7. Trudy moved to approve the minutes as corrected. Linda seconded the motion. The motion passed with all ayes.

The board reviewed the August Bookkeeper and Treasurer's reports. Jackie moved to approve the August Bookkeeper's report and the Treasurer's report as presented. Trudy seconded the motion. The motion passed with all ayes. The board reviewed the September Bills list, Bookkeeper and Treasurer's reports. Donna was asked about Check No. 10725 in the amount of \$4,885.00. She explained that this was for multiple repairs in Oreana – Oreana's gutters were leaking, bricks needed tucking, windows being resealed, etc., along with an electric issue in Argenta. Linda moved to approve the September Bills list, Bookkeeper and Treasurer's reports. Trudy seconded the motion. The motion passed with all ayes.

Donna Schaal presented the Director's report. Donna reviewed the circulation numbers for September. The numbers are less than last year due primarily to COVID restrictions. Donna reports that the library received the 4th installment of the Macon County property taxes along with the 2nd installment of the DeWitt County property taxes. The Library has received the \$50,000.00 Live & Learn Grant. Donna reported on maintenance items for the buildings including the inspection of our furnaces in both buildings. The Library has been hosting art from two homeschooling students. Both Villages have reported to the Library that they will be submitting grants to repair, expand, construct, etc. sidewalks in both villages. The Village of Oreana will also be hosting a Santa's Breakfast which the Library will be sponsoring. Book club was held with 7 attendees. Donna attended 5 meetings. Tina, Carol, Alexa and Donna attended the virtual Illinois Library Association's conference.

Old Business – Discussion on automated doors for Oreana was tabled until next meeting.

New Business –

There were four items of new business.

1. The Board discussed Chapters 5-8 of Serving Our Public 4.0 for the public per capita grant.
2. Donna reviewed the new law, "Cards for Kids", 75 ILCS 16/30-55.60.
3. Donna requested permission to hold the annual staff meeting in December. Topics to be covered will include sexual harassment training, fire safety training, and the new features added in the new Polaris upgrade.
4. The Board discussed end of year bonuses for the staff. A motion was made by Matt and seconded by Jackie to accept the new bonus schedule as presented.

Miscellaneous – Linda shared that she had joined a Zoom meeting hosted by Decatur Library regarding Illinois cemeteries and she thought it contained very interesting information.

AOPLD Minutes

John asked for a motion to adjourn the meeting. Linda moved to adjourn the meeting. Trudy seconded the motion. The motion passed with all ayes. John adjourned the meeting at 6:16 PM.

The next board meeting will be on December 7, 2020, at 4:30 PM at Oreana.

Respectfully submitted,

Donna Schaal