

**Minutes of the Meeting of  
Argenta-Oreana Public Library District  
Board of Trustees  
December 6, 2021 (In Person)**

The meeting was called to order at 4:30 PM, by President John White. Library Board members present were Jackie Goepfinger, Linda Albert, Matt Honnold, Aaron Klepzig and Barbara Light. 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 present.

The Board reviewed the minutes from the October 25th meeting. Matt moved to approve the minutes as presented. Barbara seconded the motion. The motion passed with all ayes.

The board reviewed the October bills. Jackie asked about a check to Trent Miller number DD2586. Donna explained that this must be an entry error on the part of the Bookkeeper. She will check with them to confirm. Aaron asked about check number 11083 to Findaway. Donna said that this was for the Playaway books.

Matt requested that the approval of the October financials and Treasurer's report be tabled until the January meeting. Jackie moved to approve the October bills as presented. Linda seconded the motion. After a roll call vote, the motion passed with all ayes.

Donna presented the Director's Report. Donna reviewed the circulation numbers for October and November. Donna pointed out that the circulation for Children's books is still down but that the Young Adult books is up. The rest of the circulation numbers are back to pre-pandemic levels. The library received the 3<sup>rd</sup> DeWitt County and the 5<sup>th</sup> Macon County levy installments. The Book Sale at Oreana made \$462.18. Donna said that work is ready to begin on the Argenta entry project. The Book club had seven attendees. 30 Halloween adult craft bags and 34 Thanksgiving craft bags were handed out. There will be a staff meeting on 12/10 from 8:30 AM to 1:30 PM. Lunch will be provided. Donna attended several meetings.

Old Business – Donna gave an update on the Argenta Entry Project.

New Business -

There was 6 items of new business.

1. FY2022 Public Per Capita requirements – Serving Our Public 4.0 – 10 Appendices- The board reviewed the Appendices as required by the Per Capita requirements. The board discussed programs and policies that the AOPLD has in place and those that either are not practical or that the library will work on.
2. 3/5 Majority Vote for the Annual Financial Report – The board reviewed the Annual Financial Report. Matt moved to certify the FY2021 Annual Financial Report. Aaron seconded the motion. After a roll call vote, the motion passed with all ayes.
3. 2022 Board Meeting Schedule/Holiday Closures- Donna presented a tentative schedule for 2022 Board meetings. There were two months that had date options. The board decided to use January 31 and October 24 as meeting dates. The board reviewed the tentative Holiday closure dates.
4. 2022 Board Meeting Dates – Ordinance 22-04 – Barbara moved to approve Ordinance 22-04 the Board meeting schedule as discussed in item #3. Jackie seconded the motion. The motion passed with all ayes.
5. 2022 Holiday Closure schedule – Barbara moved to approve the 2022 Holiday Closure Schedule as presented. Jackie seconded the motion. The motion passed with all ayes.
6. Staff End of Year Bonuses – The board reviewed the proposed end of year bonuses for staff based on salary and years of service. The board discussed separately a bonus for the Director. Matt moved to approve bonuses for the AOPLD Staff and Director. Jackie seconded the motion. After a roll call vote, the motion passed with all ayes.

Miscellaneous Business-there was no Miscellaneous Business

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John asked for a motion to adjourn the meeting. Matt moved to adjourn the meeting. Linda seconded the motion. The motion passed with all ayes. John adjourned the meeting at 5:58 PM.

The next board meeting will be on Monday January 31, 2022, at 4:30 at Oreana.

Respectfully submitted,

Barbara Light