

**Minutes of the Meeting of
Argenta-Oreana Public Library District
Board of Trustees
April 24, 2023, at Oreana Library**

The meeting was called to order at 4:30 PM by President John White. Library Board members present were Trudy Smith, Linda Albert, Jackie Goeppinger, and Matt Honnold. 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 March 27, 2023, meeting. Trudy moved to approve the minutes as presented. Linda seconded the motion. The motion passed with all ayes.

The board reviewed the February 2023 Bookkeeper's and Treasurer's reports. The board reviewed the March 2023 bills. Linda asked about Check No. 11512 to Auto Owners Insurance. Donna explained that this insurance company provides our commercial coverage for both buildings. John asked about Check No. 11522 to Featherstun, Gaumer. Donna replied that this is the office for our attorney, Ed Flynn. He checked into our levy numbers for us. Linda asked about Check No. 11524 to Doyle Klepzig. The water heater in Oreana went out and Doyle purchased a new one and installed it. Jackie asked about an ACH to GoDaddy. Donna explained that this was for hosting our website. Matt asked about a debit transaction to Sam's Club. Donna explained that most of this was for safety supplies and staff water/snacks (which they pay for as they are used). Matt asked that the March 2023 Bookkeeper's and Treasurer's reports be tabled until next month. Jackie moved to approve the February Bookkeeper's and Treasurer's reports and the March 2023 bills. Trudy 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 March. She noted the numbers are up 9% overall from last year. The book sale is going well, we have collected over \$500.00 so far. We have received confirmation from Macon County that our levy numbers were corrected and will be as submitted in the fall. 4 lights in Oreana (that were not changed out before) have been switched to LED. The Oreana outside doors are still having issues with closing properly. Donna will continue to pursue a solution. The tile in Oreana has been cleaned and waxed. Programming numbers continue to remain strong. Donna attended a webinar on the possibility of providing automobile stickers for our patrons. After evaluation, the program is very complicated for a small library such as ours. Donna attended several other meetings.

Old Business –

1. Donna updated the board on 50 ILCS 70, the Decennial Committees on Local Government Efficiency Act. Donna has secured the services of two members of the public – one from Argenta and one from Oreana. The board discussed the potential dates and times for the three required meetings. They will be held on May 22, June 26 and July 31, starting at 4:00 PM instead of 4:30. The first two meetings will be held in Oreana and the July meeting will be held in Argenta. Donna will create a summary of the documents to be discussed in this subcommittee. Information to the subcommittee will be sent out soon.
2. Donna presented information regarding investing in Illinois Funds at the last meeting. Donna was asked to provide additional information which included asking other libraries if there were any issues, looking for current CD rates of return and looking at our current investment policy. After discussion and reviewing the proposed additional language to the Investment of Public Funds Policy, Matt moved that Donna will open two accounts with Illinois Funds – one for the Legacy account and one for the Working Cash Fund, and that Donna has the authority to move \$25,000 for each of the aforesaid accounts into the new Illinois Funds accounts – totaling \$50,000. Jackie seconded the motion. After a roll call vote, the motion passed with all ayes.

New Business -

There were four items of new business.

1. With the creation of the Illinois Funds accounts, the Investment of Public Funds Policy was modified to include the authority statement for the library director, the procedure for evaluation of the interest, and the process for future re-investment or transfer of the interest. Matt moved to approve the Investment of Public Funds and Financial Procedures Policy, as presented. Linda seconded the motion. After a roll call vote, the motion passed with all ayes.

AOPLD Minutes

2. Finance committee – Matt, Aaron and Donna will serve on the FY2024 Finance Committee.
3. Personnel committee – Jackie, John and Trudy will serve on the FY2024 Personnel Committee
4. Staff compensation FY2024 – Trudy made a motion to move into closed session citing Open Meetings Act Exception 5 ILCS 120/2 (c) (1) – personnel. Linda seconded the motion. The motion passed with all ayes. The board moved into closed session at 5:44 PM. The board returned from closed session at 6:02 PM. Matt moved to approve the package for staff compensation FY2024 as discussed in closed session. Trudy seconded the motion. After a roll call vote, the motion passed with all ayes.

Miscellaneous Business- None

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 6:08 PM.

The Decennial subcommittee will meet on Monday, May 22, 2023 at 4:00 at Oreana.

The next board meeting will be on Monday, May 22, 2023, at 5:00 at Oreana.

Respectfully submitted,
Donna Schaal