

**Minutes of the Meeting of
Argenta-Oreana Public September 30, 2024, at Argenta Library
Board of Trustees**

The meeting was called to order at 4:32 PM by President John White. Library Board members present were Aaron Klepzig, (via Zoom), Trudy Smith, Linda Albert and Matt Honnold. Also, in attendance were Donna Schaal, Library Director and Tina Coates, Assistant Library Director.

Correspondence, communications, and public comments – John mentioned to the board that he had two interactions with different staff members. Alexa had remembered a certain type of book that he liked and when she saw John at the desk, she went to the stacks, retrieved a book and recommended it to him. He is enjoying that book and thought it showed what great customer service we provide. The second was just a check in with Denise and she told him how much she enjoyed working here at AOPLD.

The Board reviewed the minutes from the August 26th meeting. Trudy moved to approve the minutes as presented. Linda seconded the motion. The motion passed unanimously.

The board reviewed the August bills. Matt asked about check no. 11950 and 11951 to McGuire, Yuhas, Huffman & Buckley and why there were 2 of them this month. Donna explained that the first check was for a month from last fiscal year. A statement had been sent but Donna thought she had paid it and it had crossed in the mail. It was determined that a payment hadn't been made. The second check was for the normal monthly bill. Linda asked about check no. 11954 to Illinois Heartland Library System. This is the amount that is owed for participation in the SHARE catalog. The price had been increased from last year which had been discussed several months ago. Donna also mentioned that the next check, also to Illinois Heartland, was the cataloging fee. Matt asked about the debit to Target. Donna stated that this was for the gift cards that were given to the 4 volunteers we had during summer reading. The board reviewed the July Bookkeeper's and Treasurer's reports. Trudy moved to approve the August bills, Bookkeeper's report and Treasurer's report as presented. Linda seconded the motion. After a roll call vote, the motion passed unanimously.

Donna presented the Director's Report. Donna reviewed the circulation numbers for August. Donna reported that the library received the 3rd Macon County tax levy installment and the 2nd Dewitt County tax levy installment. After taking a programming break in August, September had a storytime with 8 kids; 2 adults; the Silver&Gold book club met with 7 adults; Booked on Saturday (fall return) met with 6 adults; a storytime with 9 kids; 2 adults; and a kid's craft with 19 kids and 9 adults. Donna attended several meetings.

Parking Lot Bids – There were two bids submitted for the Argenta Parking Lot. The board examined the bids. The board entered into a discussion examining the pros and cons of each submission. Linda moved to accept the bid from Etherton Enterprises LLC pending reference checks. Matt seconded the motion. After a roll call vote, the motion passed unanimously with two members absent.

Old Business –

1. Donna presented options to the board regarding the light pole replacement from Ameren in the Argenta back parking lot. After discussion, Option 3 was selected. Donna will contact Ameren to get the light pole done.
2. Donna updated the board on the placement of the solar panels on the Oreana lot. Some trees (after 20 years of growth) will be shading the area where the solar panels will be placed. Donna was instructed to make sure that any tree that interferes will be addressed now rather than later.

New Business -

There were three items of new business.

1. Donna presented a recommendation to the board on the transfer of excess trust fund money to the special reserve account. Donna also presented a list of items that the money could be used for in both buildings. Aaron left the meeting at 6:10 pm. Matt made a motion to move \$95,000.00 from the General Fund into the Special Reserve account at Gerber State Bank, \$20,000.00 from the General Fund to the Illinois Funds Legacy account, and we would keep \$10,000.00 in the General Fund to pay for new shelving in the Argenta children's room. Trudy seconded the motion. After a roll call vote, the motion passed unanimously with three members absent.

2. The update to the Freedom of Information Act Policy was tabled until the next meeting.
3. The discussion regarding the Public Per Capita grant requirements was tabled until the next meeting.

Miscellaneous Business- None

John asked for a motion to adjourn the meeting. Linda moved to adjourn the meeting. Matt seconded the motion. The motion passed unanimously. John adjourned the meeting at 6:24 PM.

The next board meeting will be on Monday October 28, 2024, at Argenta.

Respectfully submitted,
Donna Schaal