

**Minutes of the Meeting of
Argenta-Oreana Public December 09, 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 Jackie Goeppinger, Trudy Smith, Linda Albert, Aaron Klepzip (via ZOOM), Matt Honnold and Barbara Light. Also, in attendance were Donna Schaal, Library Director and Tina Coates, Assistant Library Director.

Correspondence, communications, and public comments – None

The Board reviewed the minutes of the October 28 meeting. Matt moved to approve the minutes as presented. Trudy seconded the motion. The motion passed unanimously.

The Board reviewed the minutes of the November 11 Special Board Meeting. Linda moved to approve the minutes as presented. Jackie seconded the motion. The motion passed unanimously.

The board reviewed the September Financial and Treasurer's reports. Jackie moved to approve the Financial and Treasurer's reports as presented. Linda seconded the motion. After a roll call vote, the motion passed unanimously.

The board reviewed the October bills. Jackie asked about check number 12004 to WorkPlace Pro. Donna explained that this was for T shirts for the staff. The staff reimbursed the library for the cost. Linda asked about check number 12007 to Huffman Lawn Care. Donna said that this was for tree removal and regular yard maintenance. Linda asked about check number 12013 to The Illinois Funds. Donna said that this was a transfer of excess funds to the library's investment account. Linda asked about check number 12014 to Clean Services Unlimited. Donna explained that this was to clean, strip, wax and buff the floor at Oreana. The board reviewed the Financial and Treasurer's reports. Trudy moved to approve the October bills, Financials and Treasurer's reports. Jackie seconded the motion. After a roll call vote, the motion passed unanimously.

Donna presented the Director's Report. Donna reviewed the circulation numbers for October and November. The circulation numbers have been down for the last 2 months. Donna reports the 3rd DeWitt County tax levy installment, and the 5th Macon County tax levy installment have been received. That makes a total of 99.62 % of this year's tax levy have been received. The library received an anonymous donation of \$2,000. Donna and Judy Runyan discussed ways to use the donation made in her Husband and Son's memory. Part of the money will be used for shelving in the young adult and children's area in Oreana. There will also be additional purchases as the details are finalized. There were several maintenance and computer hardware items at both buildings. These are being addressed. Huffman Lawn Service has given the library an estimate to clean out the shrubs and trees behind the Oreana building. Of note: there were twenty-four participants in the Halloween Scavenger Hunt and 15 participants in the Turkey Scavenger Hunt. The children's, young adults and adult programs continue to be well attended. Donna attended several meetings. The Library Crawl was held during the month of October. This is a public library program around the state. There were 76 library crawlers in Argenta and 80 in Oreana.

Old Business –

There was one item of Old Business.

1. Update on Trust Funds/Gerber Bank. The board had several questions about the upcoming change in the way trust money that affects AOPLD is administrated. Gerber Bank submitted written answers to these questions.

New Business -

There were five items of new business.

1. Public Per Capita requirements – Serving our Public 4.0 – Chapters 10 through Appendices. To meet the requirements of the Public Per Capita grant, the board must annually review the "Serving Our Public" document on an annual basis. The board reviewed Chapters 10 through the Appendices as required.
2. End of Year Bonuses – Donna submitted suggestions for end of year bonuses for her staff. Jackie made a motion to accept these numbers as presented. Linda seconded the motion. After a roll call vote the motion passed unanimously.

3. 2025 Board Meeting Schedule/ Holiday Closures – the board discussed the board meeting schedule and holiday closure dates.
4. Board Meeting dates – Ordinance 25-04 - Matt moved to accept Ordinance 25-04 as presented. Jackie seconded the motion. The motion passed unanimously.
5. Jackie moved to accept the holiday closure schedule as discussed. Linda seconded the motion. The motion passed unanimously.

Miscellaneous - The Board congratulated Donna on Ten Years of Service as the Director of the Argenta-Oreana Public Library District. The Board expressed their gratitude for the years of service and dedication to her work. Thank you, Donna, for all that you do.

John asked for a motion to adjourn the meeting. Jackie moved to adjourn the meeting. Trudy seconded the motion. The motion passed unanimously. John adjourned the meeting at 6:26 PM.

The next board meeting will be on Monday January 27, 2025, at 4:30 PM in Oreana.

Respectfully submitted,
Barbara Light