

**O'Fallon Public Library  
Regular Board Meeting Minutes  
October 1, 2018**

President Dennis Grimmer called the meeting to order at 7:00 p.m. in the upstairs small conference room of the library. Also present were Board members Linda Gruchala, Suzanne Rupright, Doug Distler, Betty Reed, Nancy Clark, Library Director Molly Scanlan and Shirley Seipp, recording secretary. Larry Morrison, Linda Kahley and Harriet Baker were excused.

**Secretary's Report** A motion to accept the minutes was made by S. Rupright and was seconded by B. Reed. All ayes. Motion carried.

**Treasurer's Report** Molly explained that the September financial reports were incomplete due to the date of the board meeting being moved up to the first of the month. (The date of the board meeting was changed to accommodate library staff members attending the Illinois Library Association annual conference that runs October 8<sup>th</sup> through October 10<sup>th</sup>. Molly, Ryan, Teri, Jessi, and Julie are attending. The ALA awards ceremony honoring our library will be on Tuesday, October 9<sup>th</sup>.) There was a question about the Budget Performance Report, line item 3921, Transfer from Other Funds, in the amount of \$16,616.14. Robin Costello, senior accountant for the city of O'Fallon, sent the explanation that they combined the outstanding cash balance (from FY '12) that related to the Build America Bond rebate from Fund 46 Library Bond & Interest and transferred that amount to the Library.

D. Distler made a motion to file the September Treasurer's Report for audit. Then N. Clark seconded the motion. All ayes. Motion carried.

**October Bills** A motion was made by D. Distler and seconded by L. Gruchala to approve payment of the presented bills with the understanding that additional bills that come in after the first of October would be added. The list of additional bills will be made available to all the board members for approval before they are added to the warrant that will close on October 8, 2018, the original date for the board meeting. Roll call: D. Distler, aye; Betty Reed, aye; D. Grimmer, aye; L. Gruchala, aye; Nancy Clark, aye and S. Rupright, aye. All ayes. Motion carried.

**Librarian's Report** Molly reported that the landscaping at the entrance of the library was completed. They placed some experimental self-watering planters in various areas including some to help keep patrons from wearing a path through the newly landscaped area. A request was put in to add stripes at our parking lot entrance/exit to indicate the need to stop before proceeding out of the lot and arrows indicating direction of traffic on the parking lot.

**Friends of the Library** The proceeds from the latest book sale came to \$1875 not including the credit card transactions. The left-over books will be donated to Memorial Hospital and/or local school libraries. The next book sale is scheduled for November 2<sup>nd</sup>-4<sup>th</sup>.

**Book Discussion Group** The library book club is reading *The Water Will Come*, by Jeff Goodell. The group meets the fourth Monday of the month at 7:00 p.m. at the library. They have an attendance of 10-12 people. The Books and Brew book club is reading *The Black Hand*, by Stephan Talty.

**Public Comment** None

**Topics for Future Consideration** There needs to be further discussion concerning possibility of staff uniforms and/or new dress code.

**Unfinished Business** Molly explained the remedy that Gaus Acoustics recommended for the sound control near the children's section in the library. They said that they would use sound absorbing panels above the "wave wall". They would be neutral in color and still avail the light to come through. Acoustical panels would also be employed at the top of the "trees" currently in the children's section. The use of "White Noise" was suggested, as well, but only as another layer of control if we deemed it necessary. A sample mockup of the plan was shown illustrating the placement of the sound panels.

**New Business** S. Rupright made a motion to promote Stephanie Favela to a vacant position in adult services and hire Joan Muldowney to take the position that Stephanie had as circulation clerk. The motion was seconded by N. Clark. All ayes. Motion carried.

**Adjournment** There being no further business, the meeting was adjourned at 7:38 p.m.

Respectfully Submitted,

Shirley Seipp  
Recording Secretary

Approved by O'Fallon Public Library Board Action

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Nancy K. Clark, Secretary