

**O'Fallon Public Library
Regular Board Meeting Minutes
November 11, 2019**

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 Nancy Clark, Larry Morrison, Linda Gruchala, Doug Distler, Library Director Molly Scanlan and Shirley Seipp, recording secretary. Suzanne Rupright, Betty Reed, Linda Kahley, and Harriet Baker were excused. Alderwoman Jessica Lotz and April Mitchell attended as guests.

Secretary's Report A motion to accept the minutes was made by L. Morrison and was seconded by L. Gruchala. All ayes. Motion carried.

Treasurer's Report D. Distler gave the overview of the financial reports. He also handed out a list of the library tax levy from 2007 to 2018. Doug then led the discussion reviewing the need to raise the tax levy for 2020. Molly put in the request with the City Finance Director, Sandy Evans, for a raise in the library tax levy in the amount of \$50,000.

L. Morrison made a motion to file the October Treasurer's Report for audit. N. Clark seconded the motion. All ayes. Motion carried.

November Bills A motion was made by L. Gruchala and seconded by N. Clark to approve payment of the presented bills. Roll call: L. Morrison, aye; D. Grimmer, aye; L. Gruchala, aye; N. Clark, aye; and D. Distler, aye. All ayes. Motion carried.

Librarian's Report The City of O'Fallon is still looking for a new cleaning crew and has put together a request for proposals. An update on the hiring of the new cleaning crew was given by Molly. The selection process is expected to be finalized by the first of the year. The library staff made a requested that the library be closed all day Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day. After the board discussed their request, a motion was made by D. Distler to stay open on Christmas Eve and New Year's Eve from 9am - 1pm and to close all day on Christmas Day and New Year's Day. L. Morrison seconded the motion. All ayes. Motion carried.

Friends of the Library The Friends group was commended for their work in producing increased revenues from the book sales at the library's "Book Nook".

Book Discussion Group The library book club is reading *Next year in Havana*, by Chanel Cleeton for the November meeting. The group meets the fourth Monday of the month at 7:00p.m.at the library. The Books and Brew book club is reading *The Italian Teacher*, by Tom Rachman. This group meets at 7:00pm the fourth Monday of the month at Global Brew. Neither group meets in December.

Public Comment None

Topics for Future Consideration Traffic flow for the parking lot

Unfinished Business Molly reported in her building update that some of the windows in adult services will be tinted.

Dennis Grimmer handed out the personnel committee report concerning the interview with Ryan Johnson for the Library Director position. The committee gave their recommendation to hire Ryan as director. After some discussion, L. Morrison made the motion to hire Ryan Johnson as the new director with a starting salary of \$78,000 per year for the six month probationary period. D. Distler then seconded the motion. Roll call: L. Morrison, aye; D. Grimmer, aye; L. Gruchala, aye; N. Clark, aye; and D. Distler, aye. All ayes. Motion carried.

Molly reminded the board members of the Per Capita Grant requirements and gave them the list of things they need to do to fulfill those requirements.

New Business Molly informed the board that Angela Simmons was resigning her position as part time circulation desk clerk to take a full time job elsewhere. The position for a new desk clerk was posted. In addition, a part time page, Louise Person, was injured in a car accident and will be unable to return to work for an undetermined period of time. April Mitchell, the city's Human Resources Manager, was going to contact Louise to discuss her physical restrictions when returning to work. The date and time for the December board meeting is changed to 6pm on December 2, 2019. The change was posted and sent to city hall.

Adjournment There being no further business, the meeting was adjourned at 8:01p.m.

Respectfully Submitted,

Shirley Seipp
Recording Secretary

Approved by O'Fallon Public Library Board Action

Nancy K. Clark, Secretary