

**O'Fallon Public Library
Regular Board Meeting Minutes
February 10, 2020**

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, Susan Rupright, Linda Gruchala, Harriet Baker, Linda Kahley, Doug Distler, Library Director Ryan Johnson and Shirley Seipp, recording secretary. Betty Reed and Larry Morrison were excused. Jessica Lotz attended as a guest.

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

Treasurer's Report D. Distler reviewed the financial reports. Doug made the suggestion that we invite First Bank to come to a board meeting to give us a performance report on our savings accounts. Ryan said that he would contact the bank. After some discussion, H. Baker made a motion to file the January Treasurer's Report for audit. S. Rupright seconded the motion. All ayes. Motion carried.

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

Librarian's Report Ryan reported that the library now has additional fire extinguishers. The staff will be getting some fire safety training on Staff Development Day in March. The new and much improved Patron door counter has been installed and is working well. Family Search, an online database, has been added to the library collection of online genealogy resources.

Friends of the Library The Friends group are forming committees to report to their board. The board members meet the second Tuesday of the month.

Book Discussion Group The library book club is reading *The Book Woman of Troublesome Creek*, by Kim Richardson for their March meeting. The group meets the fourth Monday of the month at 7:00p.m. at the library.

Public Comment Jessica Lotz said that everyone she talked to at city hall that had met Ryan commented on how pleasant and competent Ryan is as the new director of the library. Jessica also reported that the mayor reappointed D. Grimmer, D. Distler, and H. Baker as library board members. It was reiterated that the library board will be acknowledged at the City Council Meeting on April 20th.

Topics for Future Consideration Tracking the Strategic Plan will be addressed in Ryan's monthly Director's report starting in March.

Unfinished Business Ryan presented his revision of the Public Conduct Policy and after a few changes were made, L. Kahley made the motion to accept the new policy with the changes and N. Clark seconded the motion. Roll call: D. Grimmer, aye; L. Gruchala, aye; N. Clark, aye; S. Rupright, aye; L. Kahley, aye; D. Distler, aye; and H. Baker, aye. All ayes. Motion carried.

Ryan presented the Administrative Assistant Job posting and said that the position will be offered internally first. During the discussion, the board recommended an additional skill be added to the posting. A motion was then made by D. Distler to approve the job posting with that change and upon the additional approval of the city's Human Resource department. H. Baker seconded the motion. All Ayes. Motion carried.

New Business The budget committee had discussed the proposed budget for the '20-'21 fiscal year and Ryan listed and explained the changes from last year's budget and gave a recap of the committee's findings. After everyone had reviewed the proposed budget, D. Distler made the motion to approve the '20-'21 fiscal year budget as presented and H. Baker seconded the motion. All ayes. Motion carried. The library board acknowledged the state mandated change to qualifying veterans with a 70% or more service-connected disability (and their spouses) applying for non-resident cards that they are no longer to be charged a fee for a library card. The O'Fallon Public Library is in total compliance with this change in policy.

Ryan extended an invitation to the board members to visit and/or speak to the staff at the Staff Development Day scheduled for March 13th, 2020. He also invited the mayor, Herb Roach, Walter Denton, and other city employees to speak to our staff as well.

H. Baker made the motion to approve hiring Jeri Ewert to fill the vacant page position and S. Rupright seconded. All Ayes. Motion carried.

Adjournment There being no further business, the meeting was adjourned at 7:59p.m.

Respectfully Submitted,

Shirley Seipp
Recording Secretary

Approved by O'Fallon Public Library Board Action

Nancy K. Clark, Secretary