

**O'Fallon Public Library
Regular Board Meeting Minutes
November 11, 2013**

President Larry Morrison called the meeting to order at 7:00 p.m. in the small meeting room of the library. Also present were Board members Harriet Baker, Nancy Clark, Doug Distler, Dennis Grimmer, Betty Reed, Bob Keuker and Library Director Molly Scanlan. Linda Kahley was excused. Also present were Aldermen Herb Roach and Harlan Gerrish.

Secretary's Report Corrections: "Unfinished" spelling in second line of Secretary's Report. "Patron" spelling in Librarian's Report. Add "World" to the title of the Book Discussion Group's book. Omit "Committee" from New Business. Motion was made by D. Grimmer and seconded by H. Baker to approve the amended October minutes. All ayes. Motion approved.

Treasurer's Report Motion was made by H. Baker and seconded by B. Reed to file for audit the November Treasurer's Report. All ayes. Motion passed.

November's Bills Motion was made by B. Keuker and seconded by H. Baker to approve payment of the presented bills. Roll: L. Morrison, aye; H. Baker, aye; N. Clark, aye; B. Kueker, aye; D. Distler, aye; D. Grimmer, aye; B. Reed, aye. All ayes. Motion carried.

Librarian's Report The Adult Book Club "Beer & Books" will meet the 4th Monday of the month in January at Global Brew. A dead tree will be removed from the Library grounds this month. Changing part time employee hours from 8:00am to 8:30am Monday-Thursday is being considered or opening the Library at 8:30am instead of 9am those days.

Friends of the Library The Friends raised \$1,755 during the last book sale; a \$2,000 donation was made to the Library.

Book Discussion Group The Book Discussion group will take place Monday November 25, 2013 at 7:00 p.m. The group will be reading Barbara Kingsolver's *Flight Behavior*.

Public Comment There was none.

Topics for Future Consideration There was none.

Unfinished Business

Meeting Room Policy changes were discussed. O'Fallon cardholders will get 4 free hours in the large meeting room as opposed to the original 2 hours that was first considered. As the policy has always stated individuals who are charging admission fees or taking charging for services are prohibited. The small meeting

room will be available for one hour increments on a first come, first served basis. Reservations will not be taken in advance, but the large meeting room policy does not apply to its use. A Motion to accept the Large & Small Meeting Room Policies and forms coincide as stated made by D. Grimmer and seconded by L. Morrison. All ayes. Motion passed. A letter regarding a second entrance/exit will need to be drafted and presented to the Mayor's office on behalf of the Library Board.

New Business

Motion to accept the first reading of the Gun Policy as written made by D. Grimmer and seconded by B. Keuker. All ayes. Motion carries. Nanette Anderson is a possible candidate to hire as a Space Planner. Once more information is obtained regarding pricing, her services will possibly be rendered to assist with creating a more functional Young Adult Room, Magazine Room, Quiet Space, CD/DVD area. The motion to close the library an hour early on Friday December 13th for the Library's Christmas party was made by H. Baker and seconded by B. Reed. All ayes. Motion carried. A Motion was made by D. Grimmer and seconded by N. Clark to close the library for Staff Development Day on Friday January 10th. All ayes. Motion carried. Molly's Employment Evaluation is due by the next Board Meeting, December 9th.

Motion made by D. Grimmer and seconded by B. Reed to go into Executive Session to discuss a personnel issue at 8:00 p.m. All ayes. Motion carried. Motion was made by H. Baker and seconded by B. Reed to come out of Executive Session at 8:18 p.m. All ayes. Motion passed.

Adjournment There being no further business, the meeting was adjourned at 8:29 p.m.

Respectfully Submitted,
Jennifer McCollum
Recording Secretary

Approved by O'Fallon Public Library Board Action

12/09/13 _____

Nancy K. Clark, Secretary