

**O'Fallon Public Library  
Regular Board Meeting Minutes  
July 8, 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, Linda Kahley, Betty Reed, and Library Director Molly Scanlan. Georgia Coco was excused. Alderman Harlan Gerrish was also in attendance.

**Secretary's Report:** Correction for June minutes: Change "they want" to "the patron wants" in the Librarian's Report. Motion was made by D. Grimmer and seconded by H. Baker to approve the June minutes as amended. All ayes. Motion approved.

**Treasurer's Report:** A motion was made by D. Distler and seconded by H. Baker to file for audit the June Treasurer's Report. All ayes. Motion passed.

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

**Librarian's Report:** The city's direct deposits did not go out on the original scheduled pay day due to a glitch in the ACH system. The city is aware of the situation and has agreed to handle accordingly. The company that fixed the air conditioner stated that the compressor might be going out soon.

**Friends of the Library:** The next book sale will be in November.

**Book Discussion Group:** The Book Discussion group will take place Monday, July 22<sup>nd</sup>. They have chosen to read anything by Hemingway.

**Public Comment:** There was none.

**Topics for Future Consideration:** There was none.

**Unfinished Business:** The 2012/2013 Annual Report main points: \$750,000 in the bank at end of year and about the same amount in reserve, revenue increased \$30,000 mainly due to FY 2011/12 Per Capita Grant being received, over 345,000 checkouts per year. Priorities in the Library's Strategic Plan need to be decided. M. Scanlan attended the City's last strategic planning session and the Library was included in one of their goals of defining a vision of what services (library, recreation, cultural senior services etc.) should be combined in a community center and where the best location would be. The first step would be assembling a committee of all stakeholders including the library and developing a plan. The City's strategic plan is still under development.

**New Business:** Some of the rooms in the Library are to be rearranged to allow for better space usage as well as new projects. The older computers that are no longer being used will be sold. Capping sick time might be pursued in the future.

**Meeting Room Policy**

Policy was discussed and some options included:

- Fee of \$25.00 per meeting reservation
- Rentals are only open to non-profit groups
- Reservations will only be taken up to 3 months in advance
- Putting caps on number of people allowed in each room in policy
- Small conference room to be used only as a quiet area

The policy will be discussed further at the next meeting.

**Adjournment** There being no further business, the meeting was adjourned at 8:31 p.m.

Respectfully Submitted,  
Jennifer McCollum  
Recording Secretary

Approved by O'Fallon Public Library Board Action

8/12/13\_\_\_\_\_

Nancy K. Clark, Secretary