

**O'Fallon Public Library
Regular Board Meeting Minutes
June 13, 2016**

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 Harriet Baker, Nancy Clark, Doug Distler, Linda Gruchala, Linda Kahley, Larry Morrison, Library Director Molly Scanlan and prospective Board member Suzanne Rupright. Betty Reed was excused.

The regular agenda of business was adjusted to allow two special presentations.

President D. Grimmer introduced Kevin O'Meara from Heitmann and Associates who discussed a proposal addressing library building concerns regarding various air and water leaks. His firm would outline remediation and corrective measures which would then go to our contractor for bid to repair. After extensive discussion a motion was made by L. Kahley and seconded by H. Baker to accept the presented proposal and hire Heitmann and Associates to do an inclusive study of the library building not to exceed \$5,800. All ayes. Motion carried.

Allen Dorsey, our consultant for professional leadership development and team building, presented an overview of his work with our staff. He answered questions and shared various strategies used to strengthen staff effectiveness. Favorable progress is occurring as a result of his work.

Secretary's Report A motion was made by L. Morrison and seconded by L. Kahley to approve the May minutes as presented. All ayes. Motion carried.

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

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

Librarian's Report In addition to the printed report Director Molly Scanlan gave an update on the proposed development of property next to the library.

Sensors have been installed on the sliding entry doors as an added safety feature.

Friends of the Library H. Baker announced a \$5,000 gift to the library reflecting proceeds from the May book sale as well as Amazon sales. Weekend book sales are upcoming in October and November.

Book Discussion Group The June book is *The Tipping Point* by Malcolm Gladwell. The group meets the fourth Monday of the month at 7:00 p.m. at the library.

Public Comment None

Topics for Future Consideration Staffing levels for a library and community our size and the accompanying financial burden.

Unfinished Business The updated Board appointment list has been forwarded to the Mayor's office.

New Business A motion was made by L. Morrison and seconded by H. Baker to add to the job description of the bookkeeper some additional duties related to assisting the Library Director as well as serving as recording secretary at Board meetings. Approximately six hours of additional work per week would be involved for the remainder of this current fiscal year only. All ayes. Motion carried.

Director Molly Scanlan has all the information needed for the Library's Annual Report and will have the completed document available at the July Board meeting.

M. Scanlan presented revisions to the staff time clock policy. A motion was made by L. Gruchala and seconded by H. Baker to accept the changes to the time clock policy. All ayes. Motion carried.

A motion was made by L. Kahley and seconded by L. Morrison to eliminate the current position of recording secretary held by Jennifer McCollum, hire Lisa Teague as a part-time employee in the children's department and hire Eboni Acoff as a temporary part-time summer page. All ayes. Motion carried.

Adjournment There being no further business, the meeting was adjourned at 8:40 p.m.

Respectfully Submitted,

Nancy K. Clark
Board Secretary