

**O'Fallon Public Library**  
**Regular Board Meeting Minutes**  
**February 13, 2017**

President Dennis Grimmer called the meeting to order at 6:58 p.m. in the upstairs small conference room of the library. Also present were Board members Harriet Baker, Larry Morrison, Nancy Clark, Doug Distler, Linda Kahley, Suzanne Rupright, Library Director Molly Scanlan and Shirley Seipp, recording secretary. Betty Reed and Linda Gruchala were excused.

**Secretary's Report** A motion was made by L. Morrison and seconded by H. Baker to approve the January minutes. All ayes. Motion carried.

A motion was made by L. Morrison to approve the minutes for the executive session. It was seconded by N. Clark and motion carried with all ayes.

**Treasurer's Report** D. Distler gave an overview of the library financial YTD status. He also explained the Ohlendorf Charitable Trust and Bequest. Both are restricted for capital improvement use only. Molly gave an explanation of the two budget choices, Plan A and Plan B each containing a different staffing scenario. D. Distler mentioned that the finance committee recommended Plan B. D. Distler made the motion to file for audit the January Treasurer's Report. H. Baker then seconded the motion. All ayes. Motion carried. A motion to accept Plan B budget scenario was made by L. Kahley and seconded by H. Baker. All ayes. Motion carried.

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

**Librarian's Report** Molly revealed the reason for her taking FML and, as a result of this information, it was suggested that the search for the new assistant director be expedited. D. Distler advised the board of his discussion with the mayor of the Village of Shiloh concerning the mayor's openness to the possibility of Shiloh joining the O'Fallon Public Library.

**Friends of the Library** H. Baker announced that the Friends are having a book sale on February 18 and 19 and S. Rupright reported that a profit of \$1,105.38 was made from the books that were sold on Amazon as of February 9<sup>th</sup>.

**Book Discussion Group** February's book is *My Father & Atticus Finch*, by Joseph Madison Beck. The group meets the fourth Monday of the month at 7:00 p.m. at the library. The Books and Brew book club is reading *Quiet: The Power of Introverts in the World That Can't Stop Talking*, by Susan Cain. They had 16 attend their last meeting.

**Public Comment** There was no public comment.

**Topics for Future Consideration** The process for getting candidates for the new assistant library director and continued work to get the new Budget for approval.

**Unfinished Business** The staff room has been completed. The research for the HVAC continues. It was mentioned to possibly check with Belo for some cost quotes. We are still waiting on proper quotes from BRIC. There is still a need to decide how much of the HVAC project to handle at a time, but replacing the units, screening and fixing the ventilation problems are the priorities.

**New Business** The two staff members who recently gave birth are back from maternity leave. The two temps, Adam and Amelia were unanimously approved to be moved from temporary positions to permanent part time status by a motion that was made by L. Kahley and seconded by H. Baker.

**Adjournment** There being no further business, the meeting was adjourned at 7:56 p.m.

Respectfully Submitted,

Shirley Seipp  
Recording Secretary

Approved by O'Fallon Public Library Board Action

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Nancy K. Clark, Secretary