

O'Fallon Public Library
Regular Board Meeting Minutes
January 8, 2018

President Dennis Grimmer called the meeting to order at 7:00 p.m. in the downstairs Study Room B of the library. Also present were Board members Larry Morrison, Doug Distler, Nancy Clark, Harriet Baker, Suzanne Rupright, and Shirley Seipp, recording secretary. Betty Reed, Linda Gruchala, Linda Kahley, and Library Director Molly Scanlan were excused.

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

Treasurer's Report D. Distler handed out the budget report that compared this fiscal year to date to last year's. He gave a brief overview of the comparison and projection of how we should end up at the conclusion of this budget year. D. Distler made the motion to file for audit the December Treasurer's Report. H. Baker seconded the motion. All ayes. Motion carried.

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

Librarian's Report Heaters were installed on the vestibule and children's activity room. We received a proposal from Spengler for the HVAC project, but are still waiting on the one from France Mechanical. The Budget Committee meeting is scheduled for January 11th at 10:00am. The HVAC committee may be meeting before the February board meeting. D. Distler commended Ryan Johnson for the work he put into preparing his Assistant Director monthly report. Doug said that he appreciated Ryan's efforts on calculating the savings the patrons of the library realized in a year's time. He reported that the average card holder saves about \$700 annually by using their library card. It was mentioned by more than a few board members that Ryan should be nominated for ALA librarian of the year. D. Grimmer also commented that all of the reports were well done. A Per Capita Grant was sent and accepted by the State Library.

Friends of the Library H. Baker announced that the big book sales will be held on February 17th and 18th and March 17th and 18th.

Book Discussion Group The library book club is reading *Hamilton*, by Ron Chernow. 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 *I See You*, by Clare Mackintosh. The group meets at Global Brew.

Public Comment A letter from a pleased patron was read. It was from a person who is a paraplegic who came into our library after going to the post office. He said he was not from the area or a patron of the library, just stopped in to check out the library. He went on to say how overwhelmed he was with the kindness and attention he received while visiting our library. L. Morrison, along with other board members, thanked D. Grimmer and his wife for the lovely Christmas party.

Topics for Future Consideration The policy manual should be ready by next meeting. There is still need for discussion about the safety signs for the parking lot and the status of the digital sign to be shared by the library and the senior villas.

Unfinished Business D. Grimmer handed out copies of Molly's evaluation to those who still needed one. The board members briefly went over the evaluation and gave their input. There will be further discussion at the February board meeting when Molly will be in attendance.

New Business The proposal to close the library for a staff development day on Friday, March 9th was discussed and a motion was then made by S. Rupright to allow the library to close for that purpose and the motion was seconded by H. Baker. All ayes. Motion carried. Molly suggested in her librarian's report that we use the sexual harassment policy that the city adopted and L. Morrison made the motion to approve using the City's policy in updating the library's policy handbook. N. Clark seconded the motion. All ayes. Motion carried. D. Distler suggested that we produce a staff Flow Chart for the budgeting committee.

Adjournment There being no further business, the meeting was adjourned at 7:47 p.m.

Respectfully Submitted,

Shirley Seipp
Recording Secretary

Approved by O'Fallon Public Library Board Action

Nancy K. Clark, Secretary