

O'Fallon Public Library
Regular Board Meeting Minutes
June 10, 2019

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 Larry Morrison, Betty Reed, Doug Distler, Harriet Baker, Nancy Clark, Linda Gruchala, Linda Kahley, Suzanne Rupright Library Director Molly Scanlan and Shirley Seipp, recording secretary. Chris Baumgartner, a patron of the library, attended as a guest.

Secretary's Report A motion to accept the minutes was made by D. Distler and was seconded by H. Baker. All ayes. Motion carried.

Treasurer's Report H. Baker made a motion to file the May Treasurer's Report for audit. S. Rupright seconded the motion. All ayes. Motion carried.

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

Librarian's Report Sarah Schwartz from Stanley Steamer was present to give a comprehensive explanation of the cleaning process her company provides to clean ductwork. She also took questions from the board members. After completing the discussion, a motion was made by L. Kahley to accept the proposal from Stanley Steamer to clean the main trunks, supply and return air vents, for the amount of \$2100 with the understanding that there may be a need for more action and cost if sanitizing is found necessary. L. Gruchala seconded the motion. All ayes. Motion carried. Molly said that two new leaks to the roof were discovered and were repaired. Neither of these leaks were where the newest roofing was installed.

Friends of the Library H. Baker said that the group has a scheduled meeting for tomorrow, June 11th.

Book Discussion Group L. Morrison said the library book club is reading *Unsheltered*, by Barbara Kingsolver for the June meeting. The group meets the fourth Monday of the month at 7:00p.m.at the library.

The Books and Brew book club is reading *Census*, by Jesse Ball. This group meets at 7:00pm the fourth Monday of the month at Global Brew.

Public Comment D. Distler commented on the new landscaping. He and others said that it looked great and that the city workers were doing a good job! Chris Baumgartner said that he was attending the meeting to let the staff know that he appreciated the work they are doing and enjoys the library. The new aldermen's tour of the library went well. Ryan Johnson gave the aldermen the facts about the library's operation and the savings to our patrons.

Topics for Future Consideration The question of whether to get the air conditioner units cleaned needs to be addressed.

Unfinished Business Molly handed out the Strategic Plan packets to the board members. She then gave the details of each of the three sections: Enrich, Expand, and Evolve. There was a suggestion to introduce a time line to track the progress of each item. That brought up the need to investigate the cost for some of the proposed plans and then prioritize each proposal on the list according to need and availability of funds. An additional suggestion was made to send a copy of the strategic plan to City Hall once it was finalized.

New Business Three new employees were offered the following positions: Louise Person and Rachel Hartmann for part time page positions and Kasey Kopp as part time circulation clerk. A motion to hire all three for these open positions was made by L. Kahley and seconded by B. Reed.

Roll call: L. Morrison, aye; B. Reed, aye; L. Gruchala, aye; D. Grimmer, aye; H. Baker, aye; D. Distler, aye; N. Clark, aye; L. Kahley, aye; and S. Rupright, aye. All ayes. Motion carried.

A motion was made by D. Distler to transfer the surplus funds from last fiscal year to the library's Special Reserves. The motion was seconded by H. Baker. All ayes. Motion carried.

The annual report is finalized and will be sent electronically to the State Library by the end of the month. Molly will have a condensed version for the board at next month's meeting to get their approval.

A motion was made to continue participating in the Non-Resident Library Card Program by L. Morrison and seconded by N. Clark. All ayes. Motion carried. Then a motion was made by L. Kahley to use the same formula, currently being used, to access the fee to charge patrons for their non-resident card based on their Real Estate tax bill. L. Gruchala seconded the motion. All ayes. Motion carried.

Adjournment There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Shirley Seipp
Recording Secretary

Approved by O'Fallon Public Library Board Action

Nancy K. Clark, Secretary