

O'Fallon Public Library
Regular Board Meeting Minutes
November 12, 2018

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 Linda Gruchala, Doug Distler, Harriet Baker, Betty Reed, Linda Kahley, Nancy Clark, Library Director Molly Scanlan and Shirley Seipp, recording secretary. Larry Morrison and Suzanne Rupright were excused.

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

Treasurer's Report D. Distler presented an overview of the financial reports. Following a discussion, L. Kahley made a motion to file the October Treasurer's Report for audit. Then D. Distler seconded the motion. All ayes. Motion carried.

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

The following is the list of additional bills for October that were made available to all of the board members via email for approval since the board meeting was moved to October 1st.

- **Baker and Taylor** - books - **\$404.88** - 04-01-4710
- **Dutch Hollow Supplies** - paper supplies/can liners - **\$336.22** - 04-01-4680
- **Michael Frederick** - book - **\$24.00** - 04-01-4710
- **Great American Financial Services** - monthly copier mtce - **\$516.01** - 04-01-4340
- **Ingram Library Services** - Books - **\$471.33** - 04-01-4710
- **Louis Latzer Memorial PL** - lost item - **\$22.99** - 04-00-3858
- **Greta Pastorello** - program (Paint like an artist) - **\$60.00** - 04-01-4460
- **Prestige** - monthly cleaning fee - **\$2395.00** - 04-01-4100
- **Rainbow Book Co.** - books - **\$1821.42** - 04-01-4710
- **Williams Office Products** - Qtrly copier maintenance/usage - **\$516.01** - 04-01-4120
- **Williams Office Products** - Toner - **\$149.99** - 04-01-4650

Total of **\$6,817.85**

Librarian's Report In and out arrows and dividing lines at the entrances/exits were painted on the parking lot. The work to install the acoustical panels will begin the first part of December. There was a discussion concerning the disabled veteran's property tax exemptions and the impact it makes on the city and the library. Our tax levy will be flat for next fiscal year.

Six of the staff members at the library have been trained to administer Narcan. There was an available organization (Chestnut Mental Health) that provides the Narcan and the training.

Friends of the Library H. Baker reported on the success of the latest book sales and the books that were sold on Amazon. Harriet presented Molly with a check in the amount of \$9000.

Book Discussion Group The library book club is reading *Amity and Prosperity*, by Eliza Griswald. 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 *Dead Letters*, by Caite Dolan. There will be no meeting in December for either book club.

Public Comment None

Topics for Future Consideration Further discussion concerning possibility of staff uniforms and/or new dress code.

Unfinished Business The thermostat in the children's activity room needs to be relocated. Evaluations for Molly are due by the next board meeting, December 10, 2018. They can be turned in at the library any time before that date.

New Business The Per Capita Grant should be finished for next month's meeting. The time for the December 10th board meeting is changed to 6pm due to Dennis and Mary Grimmer's annual library board Christmas party scheduled for that evening. The library will be closed all day Christmas Eve and Christmas Day. H. Baker made a motion to hire Andrea Banuelos as circulation clerk. The motion was seconded by N. Clark. All ayes. Motion carried.

Adjournment There being no further business, the meeting was adjourned at 7:44 p.m.

Respectfully Submitted,

Shirley Seipp
Recording Secretary

Approved by O'Fallon Public Library Board Action

Nancy K. Clark, Secretary