

Odell Public Library Board of Trustees Meeting Wednesday, April 6, 2016

The April 6, 2016 board meeting opened at 5:30 pm in the program room of the library. Board members Marc Adami, Jennifer Black, Marcia Haag, Jan Horberg, Melissa Nyboer, Sarah Thorndike, and Chris Vanderleest were present. Staff members in attendance were Director Lori Matlack and Lisa Boles. Guest Vern Tervelt was also in attendance.

General Business: A) The minutes of the March meeting were approved as written on a motion by Sarah Thorndike and seconded by Jan Horberg. B) Bills and salaries in the amount of \$6449.86 were approved, motion by Jan Horberg, second by Marcia Haag (roll call vote-7 ayes, 0 nay). Sarah Thorndike moved the board to preapprove the payment of bills and salaries, not to exceed \$7500, before May 1. This is in preparation for the accounting transition to the city on May 1, 2016. Second by Chris Vanderleest. (roll call vote-7 ayes, 0 nay) C) The treasurer's report was placed on file. D) Director's report: Roof repair was necessary due to the loss of shingles after a recent storm. Director Matlack was contacted by Elmendorf Masonry and they will be providing an estimate in approximately a week to clean the masonry on the chimney inside the building.

Old Business: A) Marcia Haag agreed to serve another term on the Board. B) There was discussion about the Personal Property Replacement Tax (PPRT) that has not been paid by the city to the library. C) The new library website is up and running D) The library will be closed on Saturday, April 30, 2016 so that inventory can take place. Several board members volunteered to help with the inventory. E) Jan Horberg and Sarah Thorndike will attend a workshop on April 16 at the Moline Public Library. It is titled Trustee Workshop: Keys to Running a more Successful Board Meeting and is free of charge.

New Business: A) The revised "Overdue, Lost, or Damaged Materials Policy" was approved with a motion by Jen Black and seconded by Chris Vanderleest

Board Ideas/Concerns: A) Jan Horberg reported on recent Friends activities, including another scheduled coloring event and movie showing. There are still more flower pots available to decorate for the fundraiser

Jan Horberg moved, second by Sarah Thorndike, to go into closed session to discuss personnel and salaries at 6:45 pm. Director Matlack was invited to join the closed session discussion.

At 7:05 pm, the board moved out of closed session and moved to go back into open session. Jen Black moved, second by Sarah Thorndike.

Old Business: F) The budget with salaries was discussed. Melissa Nyboer moved to approve the presented budget, second by Sarah Thorndike (roll call vote-7 ayes, 0 nay) G) A summer intern will be hired to temporarily replace a part-time library clerk. The intern will be paid minimum wage.

Meeting adjourned at 7:34 with a motion by Sarah Thorndike and seconded by Marcia Haag.

The next meeting will be Wednesday, May 11, 2016.

Respectfully submitted: Melissa Nyboer