

Odell Public Library Board of Trustees Meeting
Wednesday, October 12, 2016

The October 12, 2016 board meeting opened at 5:30 pm in the program room of the library. Board members present were Marc Adami, Sarah Bull, Anne Frame, Jan Horberg, Melissa Nyboer, Sarah Thorndike, and Chris Vanderleest. Staff members in attendance were Director Lori Matlack and Lisa Boles. Visitor Vern Tervelt also attended.

General Business: A) The minutes of the September meeting were approved on a motion by Jan Horberg and seconded by Anne Frame. B) Bills and salaries in the amount of \$8,879.47 were approved, motion by Melissa Nyboer, second by Chris Vanderleest (roll call vote-7 ayes, 0 nay). C) The treasurer's report was received. D) The Director's report was discussed and received.

Unfinished Business: A) There was clarification about the preventative maintenance plan with Mechanical, Inc. to include the boiler as well as the air-conditioning system, and to separate the community room air-conditioning units from the plan (the city will be responsible for the community room air-conditioning units). It was moved then amended by Sarah Thorndike to approve entering into the contract at a cost not to exceed \$2400.00/year. Second by Melissa Nyboer. (roll call vote-7 aye, 0 nay). B) Research continues in the development of policy and procedure concerning the use of e-readers by library patrons.

New Business: Lori Matlack will be attending the Illinois Library Association Conference in October. Anne Frame moved to pay \$350.00 toward Lori's expenses connected with attending the conference. Melissa Nyboer second. (roll call vote-7 aye, 0 nay)

Board ideas/Concerns: none

Public Comment: The Odell Public Library Friends group is looking for volunteers to help with the Book & Bake Sale. Baked goods should be dropped off by 8:30 Saturday morning. There was discussion about painting the work room. Vern Tervelt gave a brief update about city activities.

The next meeting will be Wednesday, November 9, 2016 in the program room of the library.

The meeting adjourned at 6:32, motion Melissa Nyboer, second Chris Vanderleest.

Respectfully submitted: Melissa Nyboer