

Odell Public Library Board of Trustees Meeting  
Wednesday, October 12, 2022

The October 12, 2022 board meeting opened at 5:33 pm in the Program Room of the library. Board members present were Marc Adami, Heather Bush, Deb Hauptman, Jan Horberg, Anne Mills, Melissa Nyboer, Chris Vanderleest, and Jess Wroble. Director Meridith Layne and Assistant Director Lisa Boles were present. Brian Melton, Morrison City Administrator, was also present

General Business: A) Minutes of the September 14, 2022 regular meeting was accepted and placed on file. B) Bills in the amount of \$12,096.45 were approved for payment. Motion by Horberg, second by Hauptman (Adami yes, Bush yes, Hauptman yes, Horberg yes, Mills yes, Nyboer yes, Vanderleest yes, Wroble yes). C) The treasurer's report was discussed and filed. D) The Director's report was discussed and filed.

Unfinished Business: A) There is still some work to be done to complete the roof project. Inspections of completed work are pending. Mitch Milnes with Deerview construction will be in to adjust and repair the insulation above the ceiling. B) The process for new carpet installation is ongoing: carpet and tile have been chosen and the design has been decided upon. The Director is will be doing follow-up work with companies to move books and materials. C) Chapters 7,8, and 9 from Standard for Illinois Public Libraries were reviewed and discussed as Per Capita requirements.

New Business: A) Nyboer moved to hire Crystal Windows to clean the exterior of the library's windows at a cost not to exceed \$280.00. Second by Vanderleest. (Adami yes, Bush yes, Hauptman yes, Horberg yes, Mills yes, Nyboer yes, Vanderleest yes, Wroble yes) B) It was agreed to renew the HVAC Preventative Maintenance Agreement with Helm Service, formerly known as Mechanical Incorporated. Passed with a voice vote. C) President Adami will sign the formal levy request to be filed with the City of Morrison.

Closed Session: none

Board Ideas/Concerns: none

Next Meeting: Wednesday, November 9, 2022 in the Program Room.

The meeting was adjourned at 6:29. Motion by Hauptman, second by Nyboer (passed on voice vote)

Respectfully submitted by Melissa Nyboer