

Odell Public Library Board of Trustees Meeting
Wednesday, January 11, 2023

The January 11, 2023 board meeting opened at 5:31 pm in the Program Room. Board members present were Marc Adami, Heather Bush, Anne Mills, Melissa Nyboer, Chris VanderLeest, Becky West, and Jessica Wroble. Director Meridith Layne, Assistant Director Lisa Boles, and City Administrator Brian Melton were also in attendance.

Public Comment: none

General Business: A) Minutes of the December 14, 2022 regular board meeting and the minutes of the January 5, 2023 Policy Committee Meeting were filed as submitted. B) Bills in the amount of \$10,768.78 were approved. Motion by West, second by Nyboer. (Roll call vote-Adami yes, Bush yes, Mills yes, Nyboer yes, VanderLeest yes, West yes, Wroble yes) C) The treasurer's report was discussed and filed as submitted. D) The Director's report was discussed and filed as submitted.

Unfinished Business: A) The chimney cap has still not been installed. There was discussion about adding additional snow guards over the doors. B) Flooring replacement could begin as early as February if moisture levels in the concrete subfloor are acceptable, if moisture levels are too high, flooring replacement would not begin until March. The staff will be meeting to discuss ways to provide services during the time that the flooring is being installed. C) Director Layne is in the process of acquiring estimates for replacement of the HVAC system. Nyboer made a motion to allow Director Layne to consult with Legacy Designs, Inc., at a cost not to exceed \$600.00, regarding the HVAC system and the best way to replace it and also to review the bids. Second by Wroble. (Roll call vote-Adami yes, Bush yes, Mills yes, Nyboer yes, VanderLeest yes, West yes, Wroble yes) D) Director Layne has submitted the Per Capita grant.

New Business: A) VanderLeest moved to adopt the revised Collection Management Policy, second by Wroble (Passed with a voice vote) B) Marc Adami agreed to continue as board president. Melissa Nyboer agreed to continue as

board secretary. C) President Adami will email each trustee the form to be used for the Director Evaluation.

Closed session: none

Board Ideas/Concern: ADA compliance for the library web site was discussed. Board members were shown possible logos to be used by the library.

The next meeting will be Wednesday, February 8, 2023 at 5:30 pm in the Program Room.

The meeting adjourned at 6:28 pm, motion by West, second by Nyboer. (Passed with a voice vote)

Respectfully submitted: Melissa Nyboer, Secretary