Odell Public Library Board of Trustees Meeting

Wednesday, September 13, 2023

The September 13, 2023 board meeting opened at 5:30 pm in the Program Room. Board members present were Marc Adami, Heather Bush, Judy Deter, Anne Mills, Melissa Nyboer, Chris VanderLeest, Nora Wenzel, Becky West, and Jessica Wroble. Director Meridith Layne and Assistant Director Lisa Boles also attended.

Public Comment: none

General Business: A) Minutes of the August 9, 2023 regular board meeting and the August 2, 2023 Policy Committee meeting were filed as submitted. B) Bills in the amount of $9,677.65 were approved. Motion by West, second by VanderLeest. (Roll call vote- Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzel yes, West yes, Wroble yes) C) The treasurer’s report was filed as submitted. D) The Director’s report included a list of projects needed to complete post new carpeting. It was discussed and filed as submitted.

Unfinished Business: A) The Director reported that the current control system will not work with the new HVAC system. Wroble moved to purchase the needed new control system at a cost to the library of $15, 590.00. Second by West. (Roll call vote- Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzel yes, West yes, Wroble yes) Director Layne provided an update of the specs for the new air-conditioning system. VanderLeest moved that the director prepare the bid packet for the air conditioning system. Second by Nyboer. (passed with a voice vote) The Director proposed using the remainder of the money from the Fund our Floor money raising campaign for new shelves to be placed at the entrance to the library. Nyboer moved to spend the remaining $13,648.00 from the Fund our Floor monies and $335.88 from the library’s unrestricted funds to purchase new shelves for the library. Second by Wenzel. (Roll call vote- Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzel yes, West yes, Wroble yes) B) The Policy Committee reviewed the Board of Trustee Bylaws and advised changing the Order of Business by moving Public Comment to the start of the meeting. West moved to accept the Board of Trustee Bylaws with the change. Second by Deter. (passed with a voice vote) C) Chapter 1 from Standards for Illinois Public Libraries was discussed and reviewed as required by the Per Capita Grant. D) The City of Morrison Intergovernmental Agreement with the library was discussed.

New Business: A) VanderLeest gave a report on the feasibility of purchasing a Certificate of Deposit with Edward Jones. No action was taken. B) Wroble moved to pay $2,402.20 for the HVAC Preventative Maintenance Agreement Renewal. Second by Deter. (Roll call vote- Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzel yes, West yes, Wroble yes) C) Discussion of the Long-Range Goals and Proposed Interim Goals was tabled until a future date. D) New board members were given information needed to complete the mandated Open Meetings Act Training. E) A photograph of the Board of Trustees was taken to be put on the library website.

Closed session: none

Board Ideas/Concern:

The meeting adjourned at 7:04 pm, motion by West, second by Mills. (passed with a voice vote)

The next meeting will be Wednesday, October 11, 2023 at 5:30 pm in the Program Room.

Respectfully submitted: Melissa Nyboer, Secretary