

Odell Public Library Board of Trustees Meeting
Wednesday, December 13, 2023

The December 13, 2023 board meeting opened at 5:31 pm in the Program Room. Board members present were Marc Adami, Judy Deter, Anne Mills, Melissa Nyboer, Chris VanderLeest, Nora Wenzel, and Jessica Wroble. Director Meridith Layne and Assistant Director Lisa Boles also attended along with Brian Melton, City Administrator.

Public Comment: none

General Business: A) Minutes of the November 8, 2023 regular board meeting was filed as submitted. B) Bills in the amount of \$12, 626.36 were approved. Motion by Nyboer, second by VanderLeest. (Roll call vote- Adami yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzel yes, Wroble yes) C) The treasurer's report was filed as submitted. D) The Director's report and the Friends' report were discussed and filed as submitted

Unfinished Business: A) Capital Projects: a) Helm is working with William and Mary to try to resolve an issue with the new control panel. The State Fire Marshal determined that an emergency shut off switch was needed for the new boiler. Helm installed the needed switch with no additional cost. b) Bids were received to replace the Split System/Air Handler system. Loescher submitted the lowest bid at a cost of \$198,650 for the five library units. Deter moved that President Adami sign the contract with Loescher, accepting the bid, pending a review of the bid by Frank Gallagher, HVAC engineer, and clarification of a written comment on the bid. Second by VanderLeest. (Roll call vote- Adami yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzel yes, Wroble yes) B) Chapters 8, 9, & 10 from the *Standards For Illinois Public Libraries* were reviewed as required by the Per Capita Grant

New Business: A) Wenzel moved to adopt the Library Bill of Rights, second by Wroble. (passed with a voice vote) B) The Action Calendar was reviewed and discussed.

Closed session: none

Board Ideas/Concern: none

The meeting adjourned at 6:30 pm, motion by Mills, second by Wroble (passed with a voice vote)

The next meeting will be Wednesday, January 10, 2024 at 5:30 pm in the Program Room.

Respectfully submitted: Melissa Nyboer, Secretary