

Odell Public Library Board of Trustees Meeting
Wednesday, August 14, 2024

The August 14, 2024 board meeting opened at 5:30 pm in the Meeting Room. Board members present were Marc Adami, Heather Bush, Judy Deter, Anne Mills, Melissa Nyboer, Chris VanderLeest, Nora Wenzel, Becky West, and Jess Wroble. Director Meridith Layne and City Administrator Brian Melton were also present.

Public Comment: none

General Business: A) Minutes of the July 10, 2024 regular board meeting was filed as submitted. B) Bills in the amount of \$12,250.06 were approved. Motion by Nyboer, second by Bush. (Roll call vote-Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzell yes, West yes, Wroble yes)

C) The treasurer's report: History of depleted funds for clarity-

1. The Mathew Sisters donated \$325,000 in 1992. \$75,000 was put into the general fund to be used for operating expenses. The remaining \$250,00 of that was invested in CD's to be used for future building projects.
2. The City of Morrison made the last two payments for PPRT owed to the library of \$23,885.00 (two payments of 11,942.50).
3. The Walt Westendorf lawsuit payment of \$66,600.00 was placed in CD's and grew to \$95,810.00 by the time it was moved into the general fund.
4. The Don Miller estate gave \$94,696.00 to the Library.

These monies were used to fund, in part, capital projects in the years 2023 and 2024, including a new HVAC system (airhandler/air conditioning and boiler), and metal roof.

D) The Director's Report was filed as submitted.

Unfinished Business: A) Capital Projects: HVAC engineers Frank Gallagher and Lisa Hansen inspected the work completed on July 12, 2024. Although they have requests for the contractor, they have not submitted the report. Final payment to Loescher is pending.

New Business: A) Nyboer moved to accept The Bloodborne Pathogens and the Emergency Closing Policy, with changes, and the new policy, Patrons with Disabilities Policy. Second by West. (passed with a voice vote) B) VanderLeest moved to accept the bid from Randy Nelson to replace all five ceiling fans at a cost not to exceed \$3,000. Second by Deter. (Roll call vote-Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzell yes, West yes, Wroble yes) C) Deter moved to accept the bid from Hartz Lock Company to repair the men's

restroom handicapped stall (library portion 70% of \$600.) and to install a lock on the metal door between the staff room and the storage area (library portion 100% of \$350) at a cost to the library of \$750. Second by Wroble. (Roll call vote-Adami yes, Bush yes, Deter yes, Mills yes, Nyboer yes, VanderLeest yes, Wenzell yes, West yes, Wroble yes) D) Brian Melton is in the process of accepting bids to replace the flooring in the Community Room, Hallway, and Entryway. E) Director Layne conducted a walk-around to show board members areas that need repair and updating.

Closed session: none

Board Ideas/Concern: none

The meeting adjourned at 7:01 pm, motion by Wroble, second by Mills (passed with a voice vote)

The next meeting will be Wednesday, September 11, 2024 at 5:30 pm in the Meeting Room.

Respectfully submitted: Melissa Nyboer, Secretary