Hillsboro Area Public Library District Board Meeting – April 19, 2022 – 420 S. Main St.Hillsboro

Trustees present: Albracht, Garner, Meier, Naylor, Slepicka, Trader. Librarian: Kolb

Guests: Tom Wilcoxen from ASI Signage and Tommy Justison

The April 19, 2022 library board meeting was called to order at 6:15 pm by vice-president Albracht. A motion was made to add “trustee resignation” to the agenda. The board heard a presentation from Tom Wilcoxen of ASI Signage regarding ideas for the donor wall that will display names of contributors to the library. He will give us more ideas and pictures in the near future; we will be in contact with him later regarding our preferences.

Tommy Justison addressed the board regarding his interest in becoming a member of the board of trustees since we have a vacancy. We thanked him for his presentation and will contact him later after we reach a decision on the vacancy.

Minutes from the March 15, 2022 meeting were approved. Slepicka Naylor/unanimous. The financial statement and register of monthly bills for March were approved. Garner/Slepicka/unanimous. We still owe Hunter Construction $23,575.61. Friends of the Library have approximately $10,000 for the donor wall. The CNB balance was $18,515.01 and the FCB balance was $239,414,79. The special reserve account balance at Bank of Hillsboro was $33,639.59.

Regarding the circulation report, the board would like for Kolb to report titles recently ordered and genres. Albracht briefly reported on the basement cleaning by Lee Fenton.

Under unfinished business, a special board meeting will be held on May 3 at 3 pm to further discuss ideas about the donor wall. A motion was made to accept the resignation President Tish Spelbring from the Hillsboro Area Public Library board of trustees. Garner/Meier/unanimous

Under new business, building updates were reported. The HVAC system had an airflow problem; it was missing 40 % of airflow. Trane came and installed a new gasket. Shannon Yung of Hunter Construction is the new contact person replacing Jack Kemper who has left the firm. Fenton will finish the basement sealing this week. Pointer Electric installed a new light in the women’s bathroom; staff will observe to see if problem has been alleviated. Egyptian has indicated that they don’t know when they will be able to come and take care of the three items that need fixing. Brady Meier was hired to mow grass at $25 per cutting. Naylor/Garner/unanimous with Meier abstaining. Mike Taylor gave an estimate of $250 to repair holes in porch ceiling, replace bent guttering in back, and put extenders on gutters on west side of building. Meier will contact him to do the job. Two people gave bids on snow removal, Caleb Randle and Ron Niehaus; decision on hiring was tabled. The filling of the trustee vacancy was tabled until May. A notice will be put in the newspaper regarding the vacancy. The credit line for the credit card is presently at $500. A motion was made to raise the credit line to $1,000. Garner/Albracht/unanimous. The director’s report was distributed; Kolb reminded trustees to complete the OMA and FOIA training and turn in the completion certificate for filing

A motion was made to go into executive session at 8:50 pm. to discuss the librarian’s evaluation. Naylor/Albracht/unanimous. A motion was made to close executive session at 9:20 pm. Garner/Naylor/unanimous. No action was taken after return to regular session. Trader and Garner will meet with Librarian Kolb and go over her evaluation. The meeting was adjourned at 9:21 pm.

The next regular meeting of the Hillsboro Area Public Library board will be on May 17, 2022 at 420 S. Main St. at 6:15. A special board meeting will be held on May 3 at 3 pm to discuss the donor wall.

Carolyn Meier, Secretary