Hillsboro Area Public Library District Board Meeting held via Zoom – December 15, 2020

Trustees present: Albracht, Balla, Meier, Mulch, Spelbring. Absent: Naylor, Trader

The monthly meeting of the Hillsboro Area Public Library District board was held via Zoom on December 15, 2020, being called to order by President Mulch at 6:18 p.m. Jared Heller and Brian Paul, architects from Farnsworth, gave an update on the bank building renovation. They indicated that there were major problems with the existing building systems, including HVAC and electrical equipment problems which weren’t realized earlier. The furnace and air conditioning is an outdated system with asbestos in the duct linings. Electrical replacement parts are no longer available and breakers are the incorrect size for the new building demand. Water service and storm/sanitary sewer were non-code compliant. The total construction cost impact is $161,089. Extra design fees amount to $17,320.

The minutes from the November17, 2020 meeting were approved. Albracht/Balla/unanimous. The financial report for November was reviewed. The register of monthly bills and the November financial statement were approved. Albracht/Spelbring/unanimous. The CNB balance was $16,915.21. The FCB balance was $252,062.06 and the Special Reserve account at Bank of Hillsboro was $503,837.34.

Librarian Kolb gave a short circulation report. Memorials for the month totaled $240. Jean Mehochko sent a letter to the library thanking us for keeping the library open during this pandemic.

In her report, President Mulch has checked with Mark Schaefer on the construction grant that has been submitted. The state will send it back to us when employees get back to work. Regarding the new steps that have been constructed by the library, two handrails will be installed soon. Susan Collins of the Hillsboro Theater group has indicated that they might be interested in doing book reading online.

Under unfinished business, it was recommended that in the Pandemic Policy, the word “stage” be changed to “phase”. The book limit will be increased from 5 to 8 during the pandemic. The word “virus” will be changed to “illness” in requirements for employees. The changes in the pandemic policy as discussed were adopted. Meier/Balla/unanimous.

Under new business, Christmas bonuses for employees were discussed. A motion was made to give $50 gift cards from IGA for the five employees and a $100 gift card from Aldi’s to Librarian Kolb. Spelbring/Albracht/unanimous

The architectural changes were discussed. There will be increased cost because of the outdated HVAC system with asbestos containing duct linings. Regarding electrical equipment, the manufacturer replacement parts are no longer available and breakers sizes are incorrect for the new building demand. The added construction cost is $161,089 and added design fees are $17,320. A motion was made to approve these additional fees up to $180,000. Spelbring/Albracht/unanimous roll call vote. Mulch will check with Bank of Hillsboro for a possible additional loan.

In her report, Director Kolb said that she is providing craft kits for the Dec. 19 Christmas Festival days in Hillsboro. She will also have a craft giveaway on Dec. 22 from 1-5 pm.

The meeting was adjourned at 7:50 pm. Spelbring/Balla/unanimous. The next regular library board meeting will be on January 19, 2021 at 6:15 pm. Location TBA later.

Carolyn Meier, Secretary