The Osgood Public Library (OPL) Board of Trustees met on Friday, January 25, 2019, at 6 p.m. at Osgood. Present were members Jill Jansing, Mary Lou Schwipps, Debbie Carroll, Anita Pitts, Marla Simon, Ruth Hughes, and Melodie Busch; Mark Mellang, Director; and Richard Parks, Treasurer.

Election of Officers: President Jill called the meeting to order and asked for nominations for President. Debbie was elected President with a motion by Melodie, second by Ruth, and a 7-0-0 (yes-no-abstain) vote; Debbie continued the meeting. Marla was elected Vice President with a motion by Ruth, a second by Melodie, and a 7-0-0 vote; and Melodie, Secretary, with a motion by Ruth, second by Marla, and a 4-2-1 vote.

Minutes: Mark discussed handling of the minutes from the November 28 meeting since there was a 3-3-1 vote and said the minutes will stand as submitted. Anita made a motion to accept the December 19 minutes without the first sentence; Jill seconded it. The motion failed with a 3-3-1 vote. Ruth made a motion to accept the December 19 minutes as written with a second by Marla and a 4-3-0 vote.

Library Director’s report: Mark gave his Library Director’s report—186 people attended 18 programs in December with the best attendance at the Christmas programs. He has taken over purchasing DVD’s and music CD’s from Patty. Mike is on extended medical leave following surgery; Jeannie is performing his work. Kay Koppel retired in December, and Jo Westerman began working the same week. No date has been set for Kay’s retirement party. The new desk chairs arrived.

Mark met with ENA, our new internet provider, and we will double our internet speed for only $75 more per month. It should be finished by July. Shipment of the new computers for the public work stations has been delayed but should arrive by February 2. Mark met with Midwest Data, Inc., who will replace RBSK.

Both buildings were closed on Saturday, January 12, due to weather conditions. Melodie commented that the roads were fine by 9:30 that morning, and suggested Mark call Board members about local weather conditions before closing.

Mark said we were not successful with the $1,000 State Library Foundation Grant application, which was to provide updated video and an outdoor screen and projector. Only 10 grants were awarded to the entire state. We also applied for a grant with the REMC Round-up program for our summer reading program.

Continuing business: The Town of Napoleon approved the renewal of their contract for 2019 for 10 one-year library memberships for $550. Mark contacted the Sunman Clerk/Treasurer, who will present information to their Town Council regarding a similar contract for Sunman residents.
Treasurer’s Report: Richard presented his report and indicated that his new software changed the information included on the reports. He is trying to add items listed on prior reports. Melodie made a motion to accept the financial report and pay claims, Jill seconded it, and it passed 7-0-0. Each January, the State allows us to move up to 10% of unused money from the prior year’s Operating Fund to the Rainy Day Fund. Mark suggested we move $46,000, so Melodie made that motion, Mary Lou seconded it, and the motion passed 7-0-0.

The February meeting will be held on Wednesday, February 20, at 6 p.m. at the Osgood Public Library—Milan Branch.

With no further business, Jill made a motion to adjourn, Marla seconded it, and the vote was 7-0-0.

[Signatures]
AP
MKS
DC
MLS
JL
RH
MB
OSGOOD PUBLIC LIBRARY
Board of Finance Minutes
January 25, 2019

The Osgood Public Library (OPL) Board of Finance met on Friday, January 25, 2019, at Osgood following the regular OPL meeting. Present were members Jill Jansing, Mary Lou Schwipps, Debbie Carroll, Anita Pitts, Marla Simon, Ruth Hughes, and Melodie Busch; Mark Mellang, Director; and Richard Parks, Treasurer.

President Debbie Carroll called the meeting to order. A motion was made by Melodie and seconded by Ruth to have the Osgood Public Library officers serve as officers for the OPL Board of Finance: Debbie Carroll, President; Marla Simon, Vice President; and Melodie Busch, Secretary. The officers were approved with a vote of 4-2-1 (yes-no-abstain).

Richard Parks, Treasurer, gave his report. Mark presented an investment policy that outlines what funds OPL can invest; what institutions OPL can use to invest funds; and authorizes Treasurer, Richard Parks, to make investments. The only change was United Community Bank’s name is now Civista. Mark recommended that Richard invest in a Certificate of Deposit, which keeps OPL’s money local, has relatively high interest rates, is low risk, and is simple to maintain. Melodie made a motion to approve the investment policy, Ruth seconded it, and it was approved 7-0-0.

Anita made a motion, which was seconded by Jill, and passed 7/0 to adjourn the meeting.