

MINUTES OF THE NEW CARLISLE-OLIVE TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES

REGULAR MONTHLY BUSINESS MEETING  
Tuesday January 20, 2015 7:00 Town Time  
408 S. Bray Street, New Carlisle, IN. 46552

**AGENDA**

**CALL TO ORDER**

The meeting was called to order at 7:10 by board president Steve Vojtko.

**PRESENT**

Steve Vojtko-President  
Renee Millar-Vice President  
Val Seemiller-Treasurer  
Lisa Mills-Secretary  
Rob Elkins-Member  
Marvin Larue-Member  
Carol Hesch-Member  
Lisa Baiz-Director  
Amy Schrock-Assistant Director  
Christy Carlisle-Administrative Assistant

**ABSENT**

**APPROVAL OF MINUTES**

Moved to approve minutes from December 16, 2014 regular business meeting by Renee Millar and seconded by Rob Elkins. Marvin Larue and Carol Hesch abstained. Motion carried

Moved to approve minutes from January 13, 2015 work session on Policies by Renee Millar and seconded by Carol Hesch. Motion carried.

**CONSENT AGENDA**

STATISTICS  
CHILDREN'S PROGRAM COORDINATOR'S REPORT  
ADULT PROGRAM COORDINATOR'S REPORT  
REFERENCE/LOCAL HISTORY REPORT  
TECHNOLOGY COORDINATOR'S REPORT  
LONG RANGE PLAN  
TECHNOLOGY PLAN  
ASSISTANT DIRECTOR'S REPORT  
DIRECTOR'S REPORT

**PUBLIC COMMENTS**

Present: John Vanek and Julie Shelton. No comments.

**TRESURERS REPORT**

Amy explained the Appropriation and Financial report to the new board members.

**UNFINISHED BUSINESS**

1. The Director informed the board that she hired Skye Smith as a Clerk and Steve Lyle as the Maintenance/Custodian.

#### **NEW BUSINESS**

Action: To approve the Annual Review of Library Policies by Val Seemiller and seconded by Marvin Larue. Motion carried.

Action: To approve the Lawn care timetable. The Director said she wanted to separate the bids into three different parts. A sprinkler bid to care only for the irrigation system, a bid for fertilizer application and then a bid for the lawn mowing only. After much discussion the board tabled the vote until the next business board meeting on February 17, 2015.

#### **OTHER BUSINESS**

The Director gave a copy of the current long range plan and a copy of the survey from 2013 to the new board member. The board will use that information when planning the future long range plan. Renee Millar handed out a document regarding A Trustee's Duties for all of the board to look at.

The boards asked Lisa and Amy how setting up direct deposit for employees was going. The director explained that it wasn't done yet, and so far working with Wells Fargo to do this has been difficult. The board briefly discussed the possibility of changing from Wells Fargo to 1<sup>st</sup> Source Bank.

#### **PAYMENT OF CLAIMS**

Moved to pay the claims from December 31, 2014 by Renee Millar and seconded by Val Seemiller. Carol Hesch and Marvin Larue abstained. Motion carried.

Moved to pay the claims from January 20, 2015 by Renee Millar and seconded by Val Seemiller. Motion carried.

#### **ADJOURNMENT**

Moved to adjourn the meeting at 7:49 by Renee Millar and seconded by Marvin Larue. Motion carried.