

MINUTES OF THE NEW CARLISLE-OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
Tuesday, September 15, 2015 7:00 p.m. Eastern Time
408 S Bray Street, New Carlisle, IN 46552

AGENDA

CALL TO ORDER

The meeting was called to order at 7:02 by Board President Steve Vojtko. Mr. Vojtko reviewed guidelines for speaking on agenda items.

Steve Vojtko, President, reviewed guidelines for speaking on agenda items.

PRESENT

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

ABSENT

Rob Elkins-Member

APPROVAL OF MINUTES

Moved to approve second set of minutes from August 18, 2015 regular monthly business meeting by Renee Millar seconded by Val Seemiller. Motion carried.

CONSENT AGENDA

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

PUBLIC COMMENTS

None. Present Marie Schaeffer.

TREASURERS REPORT

Action needed to transfer funds.

Moved to transfer \$800.00 from line 100.30.103 Communications: Postage to line 100.30.104 Communication: Travel.

\$1,000.00 from line 100.30.114 Printing & Advertising to line 100.30.116 Repair and Maintenance. \$500.00 from line 100.40.112 Non-Print: Other to line 100.40.102 Furniture & Equipment.

\$5,000.00 from line 100.40.103 Book: Adult to line 100.40.104 Book: Children. By Renee Miller seconded by Marvin Larue. Motion carried.

UNFINISHED BUSINESS

1. Action needed to declare unused equipment surplus. Moved to declare the listed equipment surplus by Val Seemiller seconded by Lisa Mills. Renee Millar abstained. Motion carried.

2. Action needed to transfer ownership of surplus equipment to the Friends of the New Carlisle Library by Val Seemiller seconded by Carol Hesch. Motion carried
3. Action needed to declare the cooler surplus and offer it to the New Carlisle Food pantry. Moved to declare the cooler as surplus and to offer it to the New Carlisle food pantry by Carol Hesch seconded by Marvin Larue. Motion carried.
4. Long Range Plan/Long Range Technology Plan Progress. The Director shared with the board some of her results from her 3 focus groups. She will compile the official results in a report. Steve Vojtko suggested that the Teens choose a representative from their group as an associate member of the board. The Board would welcome the teen's ideas and thoughts.

NEW BUSINESS

1. Action needed to approve the bid process for the 2015-2016 snow removal contract and timeline. Moved to approve the snow removal contract and timeline with correction made by Renee Millar seconded by Val Seemiller. Motion carried.

OTHER BUSINESS

Carol Hesch moved that annual reviews of the director be made in June of every year seconded by Renee Millar. Motion carried.

Steve Vojtko requested that the Director to put together a list of the capital purchases made this year.

PAYMENT OF CLAIMS

Moved to pay claims by Val Seemiller seconded by Carol Hesch. Motion carried.

ADJOURNMENT

Moved to adjourn the meeting at 7:56 by Marvin Larue seconded by Val Seemiller. Motion carried.