

MINUTES OF THE NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY

BOARD OF TRUSTEES - REGULAR MONTHLY BUSINESS MEETING

408 S. Bray Street, New Carlisle, Indiana 46552

Tuesday, December 15, 2015, 7:00 p.m. Eastern Time

AGENDA

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Steve Vojtko.

PRESENT

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

ABSENT

APPROVAL OF MINUTES

Moved to approve minutes from the regular board meeting November 17, 2015 by Val Seemiller 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 & TECHNOLOGY PLAN
ASSISTANT DIRECTOR REPORT
DIRECTORS REPORT

PUBLIC COMMENTS:

Present Julie Shelton, John Vanek, Marie Schaeffer and Sammy Leiter.

Sammy Leiter spoke on behalf of the TAG group. She reported that the teen craft sale made \$610.00 for the teens. The Mitten tree was a huge success they collected 141 clothing items and 4 boxes of food for the food pantry. The Teens are looking forward to some upcoming events, one in January and another in March. The teens will be hosting Bingo for seniors. Sammy will continue to attend the monthly meetings on behalf of the teens.

John Vanek also spoke regarding the maintenance of the outside of the building, that the weeds were still an issue. President Vojtko said that changes were being made.

TREASURERS REPORT

1. Moved to delete outstanding checks by Val Seemiller seconded by Renee Millar. Motion carried.
2. Moved to transfer \$900.00 from line 100.20.101 Office supplies to line 100.20.103 Repair and Maintenance Supplies. \$600.00 from line 100.30.103 Communication: Postage to line 100.30.102 Communications: Phone. \$1,900.00 from line 100.30.106 Communication: Online Services to line 100.30.107 Communication: Online Backup. \$100.00 from line 100.30.114 Printing & Advertising to line 100.30.115 Bonds & Insurance. \$1,700.00 from line 100.30.112 Utilities: Electric to line 100.30.116 Repair & Maintenance. \$500.00 from line Books: Adult 100.40.103 to line 100.40.104 Books: Children. By Val Seemiller and seconded by Marvin Larue. Motion carried.

3. Moved to approve the transfer of 9.8% of the operating fund to the rainy day fund by Renee Millar and seconded by Val Seemiller. Motion carried.
4. Moved to approve the payment of the lease payment by Renee Millar seconded by Val Seemiller. Motion carried.

UNFINISHED BUSINESS

1. Moved to approve the Long Range Plan Draft 2016-2018 by Val Seemiller seconded by Marvin Larue. Motion carried.
2. Moved to approve the Long Range Technology Plan Draft 2016-2018 by Val Seemiller seconded by Marvin Larue. Motion carried.

NEW BUSINESS

1. Val Seemiller moved to re-elect the same board as before except make Marvin Larue the treasurer. Steve Vojtko as President, Renee Millar as Vice-President, Lisa Mills as secretary. Steve Vojtko declined.
Val Seemiller moved to nominate Renee Millar as President, Steve Vojtko as Vice-President, Lisa Mills as secretary, Marvin Larue as Treasurer seconded Lisa Mills. Motion carried.
2. Moved to approve the new Salary Range by Val Seemiller seconded by Carol Hesch. Motion carried.
3. Motion to approve 2016 Holiday Closing: Renee Millar moved to keep the holidays the same but add the day after Thanksgiving opening from 1-5 seconded Marvin Larue. Motion carried. Carol Hesch voted Nay. A Policy review work session was scheduled for January 12, 2016 at 6:30.
4. Reminder that the Regular Business Meetings will now be starting at 6:30 pm starting in January.

OTHER BUSINESS

Renee Millar wanted to thank Alex Baiz for playing Santa for the Holiday open house. She also reported that the Friends of the Library will be having a drive for new members on January 11, 2016. Renee also reported on the conference programs she recently attended and will have more information for the board to go over.

Carol Hesch suggested that the board do a Staff appreciation lunch for the staff when they close to move the Media Department, December 28, 2015.

Steve Vojtko Thanked Val Seemiller for her years of service to the Library board.

PAYMENT OF CLAIMS

Moved to pay the claims by Val Seemiller seconded by Lisa Mills. Motion carried.

ADJOURNMENT

Moved to adjourn the meeting at 7:42 by Marvin Larue seconded by Carol Hesch. Motion carried.