

**MINUTES OF THE NEW CARLISLE-OLIVE TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MONTHLY BUSINESS MEETING  
Tuesday, February 21, 2017 6:30 PM EST  
408 S Bray St. New Carlisle, IN 46552**

**AGENDA**

**CALL TO ORDER**

The meeting was called to order at 6:30 by Board President Carol Hesch.

**PRESENT**

Carol Hesch – President  
Lori Szczypiorski – Vice -President (arrived 6:31)  
Renee Millar – Secretary  
Lisa Mills – Member  
Dave Doll – Member  
Steve Vojtko-Member (arrived 6:40)  
Lisa Baiz - Director  
Amy Schrock - Assistant Director  
Christy Carlisle-Administrative Assistant

**ABSENT**

Marvin Larue-Treasurer

**APPROVAL OF MINUTES**

Motion to approve minutes from January 17, 2017 Board of Finance meeting by Lisa Mills, seconded by Dave Doll. Motion carried.

Motion to approve minutes from January 17, 2017 Regular Monthly Business meeting by Lisa Mills, seconded by Dave Doll. Motion carried.

**CONSENT AGENDA**

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

Motion to approve consent agenda by Renee Millar, seconded by Lori Szczypiorski. Motion carried.

**TEEN ADVISORY GROUP REPORT**

Dawn Fetterman and Gabby Arndt reported 19 teens attended a session of Yoga with Pat. The group has collected supplies for two animal shelters. They have been asked to help at Miller's Merry Manor Fair and Ladies' Day at the library in May. The group will participate in Cardio drumming on March 23<sup>rd</sup>.

**PUBLIC COMMENTS**

Present: Marie Schaeffer, Dawn Fetterman, Gabby Arndt, Julie Shelton, Phil Gates, Sarah Audiss.

**TREASURER'S REPORT**

Library Treasurer Amy Schrock read a resolution authorizing Electronic Funds Transfer with 1<sup>st</sup> Source Bank. A motion was made by Lori Szczypiorski to approve the resolution, seconded by Dave Doll.

**UNFINISHED BUSINESS**

Director Baiz reported Vanadco responded with a quote of \$23,460.00 for the new electronic sign, not including electric and masonry. Phil Gates verified with Vanadco that a brick ledge would be included. Trustee Conflict of Interest /Ethics statements were signed by members who were not in attendance at the January meeting.

## **NEW BUSINESS**

Phil Gates discussed landscaping around the library. He would like to remove the dead shrubbery and expand the lawn north of the main sidewalk. He presented three possible plans. The most extensive plan will reduce the amount of mulch and replace it with stone, using 6ml. plastic as a base around the building, with landscape fabric as base around the trees and seeding some of the area. Total cost for materials would be \$1523.56.

Lori Szczypiorski made a motion to approve \$1523.56 for landscaping, Dave Doll seconded. Motion carried.

Phil Gates also brought a plan for collaborative space that included estimated costs for material including drywall, electric, door, trim and paint of \$1098.97

Renee Millar made a motion to approve materials for the collaborative space of up to \$1500.00. Steve Vojtko seconded. Motion carried.

Phil also presented the Board with three quotes for trash pickup and recycling. Lisa Mills made a motion to sign a three year contract with Michiana Recycling and Disposal for \$78.00 per month for the first year. Steve Vojtko seconded. Motion carried.

Request for Proposal for Lawn Mowing was discussed with minor changes being made and the due date for proposals being set for March 15, 2017. Steve Vojtko moved to approve, Lisa Mills seconded. Motion carried.

## **OTHER BUSINESS**

Sarah Audiss spoke regarding the Pioneer Days program on September 9. She asked that a one day waiver be permitted to allow invited vendors to sell their merchandise on that day only.

Steve Vojtko made a motion to approve the waiver, Dave Doll seconded. Motion carried.

## **PAYMENT OF CLAIMS**

Moved to pay claims by Renee Millar, seconded by Lori Szczypiorski. Motion carried.

## **ADJOURNMENT**

Moved to adjourn the meeting at 7:46 by Dave Doll seconded by Lori Szczypiorski. Motion carried.