

**NEW CARLISLE OLIVE-TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING**

Tuesday, October 17, 2017 6:30 PM
408 S Bray St. New Carlisle, In. 46552

AGENDA

CALL TO ORDER

The meeting was called to order at 6:34 by Board President Carol Hesch.

PRESENT

Carol Hesch-President
Renee Millar-Secretary
Marvin Larue-Treasurer
Lisa Mills-Member
Terry Bailey-Member
Steve Vojtko-Member arrived at 7:06
Amy Schrock-Interim Director
Christy Carlisle-Administrative Assistant

ABSENT

Dave Doll-Vice-President

APPROVAL OF MINUTES

Motion to approve minutes from August 15, 2017 regular monthly business meeting by Terry Bailey, seconded by Lisa Mills. Motion carried. Marvin Larue and Renee Millar abstained.

Motion to approve minutes from the September 19, 2017 regular monthly business meeting by Renee Millar, seconded by Marvin Larue. Motion carried. Lisa Mills abstained.

Motion to approve minutes from the September 19, 2017 Budget Hearing by Terry Bailey, seconded by Marvin Larue. Motion carried. Lisa Mills abstained.

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

INTERIM DIRECTOR'S REPORT

Motion to approve the consent agenda by Renee Millar, seconded by Lisa Mills. Motion carried.

TEEN ADVISORY GROUP

Katie Orr reported the teens will be helping with the Spooky Night program. The group helped the Friends of the Library set- up and clean- up for their book sale. Robbi Stephens reported TAG will have a self-defense and a cooking class. They will assist Discover New Carlisle in November by assembling wreaths for downtown.

PUBLIC COMMENTS

Present: Marie Schaeffer, Katie Orr, Robbi Stephens and Roanna Hooton. No Comments.

TREASURERS REPOST

1. Motion for a resolution to transfer library funds between major classifications made by Terry Bailey, seconded by Marvin Larue. Motion carried.
2. Motion to transfer \$500.00 from line 100.30.105 Communication -Professional Meetings to line 100.30.114 Printing and Advertising and transfer \$500.00 from line 100.40.110 Non-Print DVD to line 100.40.102 Furniture and Equipment made by Terry Bailey, seconded by Renee Millar. Motion carried.

UNFINISHED BUSINESS

Motion to approve the purchase of new computers and laptops, not to exceed \$9,675.00, as quoted by J.P. Gillen and Associates to be paid from the Rainy Day Fund made by Renee Millar, seconded by Terry Bailey. Motion carried.

NEW BUSINESS

1. Roanna Hooton, Marketing/Adult Program Coordinator shared some of the library's up-coming programs. Spooky Night will be on Friday, October 20, 2017. Almost 300 tickets to the Roz Puppet Show have been given out. In December the library will have a rustic painting class and over winter break and into January a big games program will be held. Roanna gave an overview of spring programs as well as describing her responsibilities. In addition to organizing adult and family programs and marketing, Roanna also catalogs books and DVDs.
2. Motion to approve the 2017-2018 snow and ice removal bid form, due by 5:00 pm EDT on November 10, 2017, made by Renee Millar, seconded by Marvin Larue. Motion carried.
3. The Interim Director discussed with the Board the book drop that was on the long range plan. A quote she has received for \$5518.00 offers an additional cart if ordered by November 30th. The Interim Director will research using funds encumbered for the electronic sign and color options and report back at the November meeting.
4. The Interim Director updated the board on the projection system for the meeting room that was part of the long range plan. Remote controls were found and the current unit will be mounted on the wall for proper usage.
5. The Interim Director requested a change in the Internet Usage Policy regarding time limit on computers. With limited computers in the children's department, the library would like to change the usage time to one hour instead of two, allowing more patrons a chance for use. Motion to change the Internet Usage Policy to limit computer time to one hour per day, per patron made by Steve Vojtko, seconded by Terry Bailey. Motion carried.

OTHER BUSINESS

1. Motion to give Carol Hesch permission to enter negotiations and offer Stephanie Murphy the position of Director made by Terry Bailey, seconded by Steve Vojtko. Motion carried.
2. Steve Vojtko thanked the Director's search committee for their time and effort.
3. Renee Millar reported that the Friends of the Library raised \$1,500.00 with the book sale. She thanked the T.A.G. for helping with the setup and moving the books.

PAYMENT OF CLAIMS

Motion to pay the claims made by Steve Vojtko, seconded by Marvin Larue. Motion carried.

ADJOURNMENT

Motion to adjourn the meeting at 7:44 by Steve Vojtko, seconded by Terry Bailey. Motion carried.