

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
Tuesday, July 16, 2019  
6:30 P.M.

**AGENDA**

**CALL TO ORDER**

The meeting was called to order at 6:33 p.m. by President Carol Hesch.

**PRESENT**

Carol Hesch, President  
Dave Doll, Vice President  
Casey Gumm, Secretary  
Tara White, Member  
Adam Podell, Member  
Stephanie Murphy, Director  
Amy Schrock, Assistant Director  
Wendy Arndt, Administrative Assistant  
Sarah Moore, Intern

**ABSENT**

Terry Bailey, Treasurer  
Mindie Colanese, Member

Dave Doll made a motion to amend the agenda to add Authorization by the Director to review and approve the Memorandum of Understanding (MOU) of the TIF Grant. Tara White seconded the motion. Motion carried.

**CONSENT AGENDA**

- APPROVAL OF MINUTES
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Adam Podell made a motion to approve the Consent Agenda. Casey Gumm seconded the motion. Motion carried.

**REPORTS**

- INTERN REPORT

Intern Sarah Moore gave a report on the activities and programs she was involved with this summer. On Tuesdays this summer, Sarah and Sarah Audiss went to three different locations in the community and read to and did activities with children who might not otherwise come to the library. Sarah Moore reported on the coding club which she taught. She found it to be very rewarding and exciting. Sarah used the coding program Scratch and was happy with the skills the children learned. Sarah will be leaving us soon and taking a position as a 2nd grade teacher at Critchfield in LaPorte. We will miss her bubbly personality and the energy and excitement she added to the Children's Department.

- DIRECTOR'S REPORT

Director Stephanie Murphy reported she and Amy Schrock attended the annual Budget Workshop presented by the Indiana State Library, the Department of Local Government Finance (DLGF) and the State Board of Accounts (SBOA). Capital Assets were discussed by the SBOA representative. Stephanie learned that our resolution set the capital asset threshold too low and that the resolution should be accompanied by a policy. We will have the new resolution and policy ready for approval at the next board meeting. Stephanie and Amy are meeting with the County Auditor and Deputy Auditor on August 5, 2019. Stephanie set a design consultation with Nature Explore for the outdoor classroom for August 1 & 2. In addition to Stephanie, Amy, Sarah Audiss and Phil Gates, she would also like to have one or two board members participate in that process. Tara Bush and Malarie Pierce from the New Carlisle Parks Department will help with the design workshop which is open to educators and staff from other libraries. On August 2, Zach Benedict from MKM will be here to review the design from Nature Explore and also

working on the larger project. Adam Podell will also meet with Zach to discuss concerns he has with the design of the front drive. Phil Faccenda has been in touch with the County Attorney regarding a MOU regarding the TIF grant. Dr. Virginia McCloud from the Urban League of Northwest Indiana will be providing training on Implicit Bias at the staff in-service in August. Town Employees have been invited to attend that training as well.

- FINANCIAL REPORT

## UNFINISHED BUSINESS

## NEW BUSINESS

1. Dave Doll made a motion to approve Historical New Carlisle sales at Pioneer Days. Tara White seconded the motion. Motion carried.
2. Adam Podell made a motion to approve Capital Assets Resolution. Dave Doll seconded the motion. Motion carried.
3. Dave Doll made a motion to approve Capital Assets Policy. Tara White seconded the motion. Motion carried.
4. Adam Podell made a motion to approve a Security Contract with Koorsen for \$2,585.80 plus \$60 per month. Casey Gumm seconded the motion. Motion carried.
5. The date of the November Board Meeting was changed to Tuesday, November 12, 2019 at 6:30 p.m.
6. Casey Gumm made a motion to approve the Authorization of the Director to review and approve the Memorandum of Understanding (MOU) of the TIF Grant. Tara White seconded the motion. Motion carried.

## PUBLIC COMMENTS

## OTHER BUSINESS

Nothing to report.

## ADJOURNMENT

Dave Doll made a motion to adjourn the meeting. Adam Podell seconded the motion. Motion carried. Meeting adjourned at 7:13 p.m.

  
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President

  
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Secretary