

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Tuesday, February 18, 2020
6:30 P.M.

AGENDA

CALL TO ORDER

The meeting was called to order at 6:31 p.m. by President Tara White.

PRESENT

Tara White, President
Terry Bailey, Treasurer
Casey Gumm, Secretary
Adam Podell, Member
Carol Hesch, Member
Brad Ellett, Member
Stephanie Murphy, Director
Amy Schrock, Assistant Director
Wendy Arndt, Administrative Assistant

ABSENT

Mindie Colanese, Vice President

CONSENT AGENDA

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

Terry Bailey made a motion to approve the Consent Agenda. Carol Hesch seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Stephanie Murphy reported that she worked on updating policies this month for Circulation, Fines, and Fees and Conduct with Minors and also creating the Creative Space Policy. Stephanie and Amy completed and submitted the Annual Report for the Indiana State Library and the Annual Financial Report for the State Board of Accounts. There are changes in the monthly financial reports dictated by the State Board of Accounts which Amy has spent quite a bit of time executing. The backpacks for Kindergarten Roundup have arrived. Roanna and Amy have been working with Historic New Carlisle on a local history exhibit, which is being funded by an Indiana Humanities Grant. Christi has been offering one on one tech help and had 11 appointments in January offering personalized help on a variety of topics. Construction continues to progress. There is good news on the HVAC front. The supplier for the new unit in the meeting room misquoted the part. Longardner Mechanical is passing the savings on to us, nearly \$7,000.

- FINANCIAL REPORT

Amy Schrock explained the new changes to the Financial Report.

UNFINISHED BUSINESS

NEW BUSINESS

1. Carol Hesch made a motion to approve the Creative Space Policy. Casey Gumm seconded the motion. Motion carried.
2. Terry Bailey made a motion to Amend the Conduct with Minors Policy. Casey Gumm seconded the motion. Motion carried.

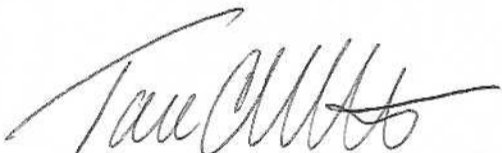
3. Adam Podell made a motion to waive all accrued overdue fines. Brad Ellett seconded the motion. Motion carried. Adam Podell made a motion to Amend the Circulation Fines and Fees Policy. Brad Ellett seconded the motion. Motion carried.
4. Terry Bailey made a motion to approve the purchase of a Ricoh Copier for \$5,581.00. Casey Gumm seconded the motion. Motion carried.
5. Carol Hesch made a motion to transfer 2 bookshelves and 2 display cases to Historic New Carlisle. Adam Podell seconded the motion. Motion carried.

PUBLIC COMMENTS

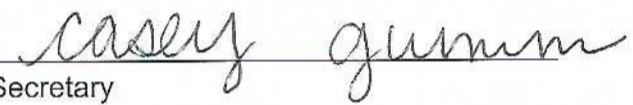
OTHER BUSINESS

ADJOURNMENT

Brad Ellett made a motion to adjourn the meeting. Carol Hesch seconded the motion. Motion carried. Meeting adjourned at 7:07 p.m.



President



Secretary