

**MINUTES OF THE NEW CARLISLE-OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING**

Tuesday, January 17, 2017
(Immediately following 6:30 pm Board of Finance Meeting)
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
Lisa Mills-Member
Dave Doll – Member
Lisa Baiz - Director
Amy Schrock - Assistant Director

ABSENT

Lori Szczypiorski-Vice President
Marvin Larue - Treasurer
Steve Vojtko-Member
Christy Carlisle- Administrative Assistant

APPROVAL OF MINUTES

Dave Doll moved to approve the minutes of the December 20, 2016 Regular Monthly Business Meeting. Lisa Mills seconded. Motion approved.

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 Dave Doll. Motion carried.

TEEN ADVISORY GROUP REPORT

Marie Schaeffer introduced Dawn Fetterman as the new liaison for the TAG Group. Dawn reported the group is looking forward to another yoga session with Pat, and are hoping to do a "Crafts for Cancer" and a collection for local animal shelters. President Carol Hesch and the Board thanked Sammie Leiter for attending the Board meetings and the great job she did in reporting for TAG.

PUBLIC COMMENTS

Present: Marie Schaeffer, Sammie Leiter, and Dawn Fetterman.

TREASURER'S REPORT

Rainy Day Fund-Amy reported that \$123,447.71 was transferred from the Operating Fund to the Rainy Day Fund on December 31, 2016.

UNFINISHED BUSINESS

1. **Digital sign update**- Lisa reported she has contacted the two sign companies requesting information on warranties, cloud or antenna based systems, and whether they will appear before the Area Plan Commission. She is waiting to hear from both for comparisons.
2. **Bylaws**- Lisa noted the time of the meetings will be corrected to 6:30 p.m. There were no other recommendations for changes at this time.

NEW BUSINESS

1. **Community Outreach**-Marie Schaeffer reported she would like to do more community outreach with the Teen Advisory Group. There are five local animal shelters, plus the local food pantry that are in need of pet food and supplies. She would like permission for the TAG to hold a collection drive. Dave Doll made a motion to approve the collection, Lisa Mills seconded. Motion carried. Marie also requested to use the meeting room for a sale of "Crafts for Cancer"

benefiting Relay for Life. Dave Doll moved to approve, with Renee Millar seconding. Motion carried.

2. Annual Policy Review-Lisa requested a change to the meeting room policy under "Responsibility of Users" as follows: In case of emergency, inclement weather, or power outage, the library may be closed. Announcements will be made on television (WSBT and WNDU) and on these television websites, the library's website (ncpl.lib.in.us) and on the library's Facebook page. Users are responsible for checking these outlets for closing information. Dave Doll made a motion to approve the change, Lisa Mills seconded. Motion carried.

3. Trustee Conflict of Interest Statements-Statements were signed by Board members in attendance.

4. Personnel Update- Lisa reported Diane Miko has been hired and will begin work on February 1.

OTHER BUSINESS

PAYMENT OF CLAIMS

Dave Doll moved to pay claims, seconded by Renee Millar. Motion carried.

ADJOURNMENT

Moved to adjourn the meeting at 7:05 by Dave Doll, seconded by Lisa Mills. Motion carried.

Carol Hesch, President Carol Hesch

Renee Millar, Secretary Renee Millar