

Minutes of the NEW CARLISLE-OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Tuesday, February 16, 2016 6:30 pm EST
408 S. Bray Street, New Carlisle IN 46552

AGENDA

CALL TO ORDER

The meeting was called to order at 6:30 by Board President Renee Millar.

PRESENT

Renee Millar-President
Steve Vojtko-Vice President
Lisa Mills-Secretary
Carol Hesch-Member
Lori Szczypiorski-Member
Dave Doll-Member
Lisa Baiz-Director
Amy Schrock-Assistant Director
Christy Carlisle-Administrative Assistant

ABSENT

Marvin Larue-Treasurer

APPROVAL OF MINUTES

Moved to approve minutes from January 19, 2016 regular monthly meeting with corrections made by Steve Vojtko seconded by Carol Hesch. Motion carried. Lisa Mills and Dave Doll abstained.

Moved to approve minutes from the January 19, 2016 Annual Board of Finance meeting by Carol Hesch seconded by Lori Szczypiorski. Motion carried. Lisa Mills and Dave Doll 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
DIRECTOR'S REPORT

PUBLIC COMMENTS

Present: Julie Shelton, Marie Schaefer and Caitlyn Wood. Caitlyn reported on behalf of the teens, she informed the board that the teens delivered flowers and gold fish crackers to the residents of Millers Merry Manor, which they greatly appreciated. The teens will also be joining Pat with Yoga on February 18 and hosting a Bingo for seniors on March 5. The teens also asked if they could have another weekly TAG meeting added to their schedule.

TREASURERS REPORT

Moved to transfer \$600.00 from line 100.20.106 Teen Programming to line 100.20.105 Adult Programming and \$1,400.00 from line 100.20.105 Adult Programming to line 100.20.104 Children Programming by Steve Vojtko seconded by Lori Szczypiorski. Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. The Director updated the board on personnel changes. Annette Good is no longer with the library. Three part-time positions are now filled.
2. Action needed for the Library to be a Geocaching site as part of the Indiana Bicentennial. Moved to make the Library part of the Geocaching site with the cache to be placed by the front sign by Lori Szczypiorski seconded by Carol Hesch. Motion carried.
3. The Director informed the board that she will be working on an explanation of the library's handling of Internal Controls for the State Board of Accounts.

OTHER

1. The Director was excited to inform the board that we are experimenting with a new Circulation system Apollo.
2. Action needed to drop Axis 360. Moved to drop Axis 360 by Carol Hesch seconded by Steve Vojtko. Motion carried.
3. Action needed to close the Library on March 31, 2016 for a staff in-service. Moved to close on March 31, 2016 for staff in-service by Lori Szczypiorski seconded by Steve Vojtko. Motion carried.
4. The Director will get back to the board after she talks with the Indiana State Library on setting up some Board training. A work session was scheduled for 6:30 on March 22, 2016.
5. Renee Millar requested Carol and Marvin to bring the new director evaluation form they have been working on to the April meeting.

PAYMENT OF CLAIMS

Moved to pay the claims by Steve Vojtko seconded by Carol Hesch. Motion carried.

ADJOURNMENT

Moved to adjourn at 7:28 by Steve Vojtko seconded by Lori Szczypiorski. Motion carried.