

MINUTES OF THE NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
BOARD OF TRUSTEES
Tuesday, April 19, 2016 6:30 EST
408 S. Bray Street, New Carlisle, IN 46552

AGENDA

CALL TO ORDER

The meeting was called to order at 6:33 by Board President Renee Millar.

PRESENT

Renee Millar – President
Steve Vojtko – Vice President
Marvin Larue – Treasurer arrived at 6:45
Lisa Mills – Secretary
Carol Hesch – Member
David Doll – Member arrived at 6:37
Lori Szczypiorski – Member arrived at 6:48
Lisa Baiz – Director
Amy Schrock – Assistant Director

ABSENT

Christy Carlisle – Administrative Assistant

APPROVAL OF MINUTES

Moved to accept minutes for March 15, 2016 Regular Business Meeting by Steve Vojtko and seconded by Carol Hesch. Motion carried

Moved to accept minutes for March 22, 2016 Special Work Session by Steve Vojtko and seconded by Carol Hesch. Motion carried.

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

Moved to accept by Steve Vojtko and seconded by Carol Hesch. Motion carried.

TEEN ADVISORY GROUP (TAG) REPORT

Sammy Leiter and Caitlyn Wood reported: on March 19 Mini Golf had 77 people play. The teens helped make 3 of the 9 holes. Art Show open house May 1st, 2-4 with 12 projects displayed and more to come. April 14 the TAG team designed Dream

Jars! 25 Dreams were placed in the jar, one from each member and they will review them next August. Upcoming Events: LIFE Bio for seniors - waiting on confirmation from Hamilton Grove for transportation. April 21 the TAG group has an RN as a guest speaker, (Marie says we can be anything we want as long as we work hard at it). TAG moms will have a beautiful gift for Mother's Day, made by the TAG members themselves.

PUBLIC COMMENTS

Present: Marie Schaeffer, Sammy Leiter, Caitlyn Wood and Julie Shelton.

TREASURER'S REPORT

UNFINISHED BUSINESS

1. Trustee Training – The Board would like to have the first half of the webinar from the Indiana State Library done after the Executive session, which will follow the regular meeting on May 17. The second half of the webinar will be done after the June 21 regular meeting.

NEW BUSINESS

1. Action needed: Surplus equipment – A motion was made by Dave Doll to dispose of old equipment and seconded by Marvin Larue. Motion carried.
2. FYI from the Director – Asked the board to look over the new evaluation form she will be using for the staff. Director is in the process of pricing new phone systems from Indiana Electronics. The Indiana Library Board has informed the director that the rate of internet speed (mpbs) was left off the annual report. A request for a waiver on the issue has been filed.
3. Staff training day- Director reported the police assisted with information on a safe place, the fire department gave training on the AED and choking. All managers will receive CPR training. Customer service and the new circulation system were also covered.
4. Action needed: Library logos-Lori Szczypiorski moved to approve the new library logo designed by Amy Schrock. Dave Doll seconded. Motion carried.

Other Business

1. Director informed the Board that the top of the chiller is cracking around the bolts. J&K HVAC has quoted \$2559.42 for labor and replacement. Steve Vojtko moved to pay not more than \$2559.42 from the Construction Fund to J&K HVAC for repairs. Marvin Larue seconded. Motion carried.

Payment of Claims

Steve Vojtko moved to pay the claims. Dave Doll seconded. Motion carried.

ADJOURNMENT

Lisa Mills moved to adjourn 7:16 PM. Dave Doll seconded. Motion carried.