

NEW CARLISLE-OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Tuesday, August 18, 2015 7:00 p.m. Eastern Time
408 S Bray St. New Carlisle, IN 46552

AGENDA

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by board president Steve Vojtko.

PRESENT

Steve Vojtko-President
Renee Millar-Vice-President
Val Seemiller- Treasurer
Lisa Mills-Secretary
Carol Hesch-Member
Rob Elkins-Member
Marvin Larue-Member
Lisa Baiz-Director
Amy Schrock-Assistant Director
Christy Carlisle-Administrative Assistant

ABSENT

Steve Vojtko announced that from now on he would like all cell phones to be put on silent, all public to sign in and that there would be a 5-minute limit to any member of the public that will be speaking.

The Director informed the board that Amy, Sarah, Marie and herself took a trip to visit other library's teen department to compare their space to ours. She was pleased to see that ours is pretty nice compared to other library's. She did note that the space at the Niles library, which was recently renovated, was nice and she took away several ideas.

APPROVAL OF MINUTES

Moved to approve minutes from June 16, 2015 Regular monthly business meeting by Renee Millar seconded by Val Seemiller. Motion carried. Rob Elkins abstained.

Moved to approve minutes from July 21, 2015 Regular monthly business meeting by Val Seemiller seconded by Renee Millar. Motion carried. Lisa Mills and Steve Vojtko abstained.

Moved to approve minutes from July 28, 2015 executive session by Val Seemiller seconded by Lisa Mills. Motion carried. Rob Elkins abstained.

Moved to approve minutes from July 28, 2015 work session by Renee Millar seconded by Marvin Larue. Motion carried. Rob Elkins abstained.

CONSENT AGENDA

STATISTICS

CHILDREN'S PROGRAM COORDINATOR'S REPORT

ADULT PROGRAM COORDINATOR'S REPORT

REFERENCE/LOCAL HISTORY REPORT

TECHNOLOGY COORDINATOR'S REPORT

LONG RANGE PLAN

TECHNOLOGY PLAN

ASSISTANT DIRECTOR'S REPORT

DIRECTOR'S REPORT

PUBLIC COMMENTS

None. Present Marie Schaeffer, Julie Shelton and Sarah Audiss.

TREASURER'S REPORT

UNFINISHED BUSINESS

1. The Director would like to schedule a work session on September 22, 2015 at 6:30 to finalize the long range plans. Before they meet she will have 2 focus groups one on Tuesday, August 25 at 2:00 and one on Thursday, August 27 at 6:00. She would like to get feedback from the community on their needs from the library. Also, she will be meeting with the teens to get thoughts as well. The Director wants to put a timeline together for the renovation of the teen department.

NEW BUSINESS

1. Summer reading report. Assistant Director Amy Schrock put together a powerpoint highlighting all of the activities from this year's summer reading. Sarah Audiss announced that she had 235 children sign up for the program and that they read 1,013 hours. Also, we had 55 teens and 62 adults that participated.
2. Discussion on current security position. Based on the Director's recommendation Carol Hesch moved to eliminate the current security position as is and seconded by Marvin Larue. Motion carried.
3. Action needed to approve the teen/outreach position. The Director would like to start a homebound service and would like to join that position with the teen position. This will

be a full time/full benefits position that would start October 1, 2015. Moved to approve the teen/outreach position by Val Seemiller seconded by Renee Millar. Motion carried.

4. Action needed to have Food for Fines from September 7 thru September 21, 2015. Patrons can bring in nonperishable foods, pet food as well as accept monetary donations for the local food bank. Every item donated will count as a dollar towards their fines. Moved to approve Food for Fines by Lisa Mills seconded by Rob Elkins. Motion carried.

OTHER BUSINESS

The library's yearly liability insurance is up for renewal. Moved to pay the annual liability insurance premium of \$8,446.00 to the Healy group by Renee Millar seconded by Val Seemiller. Motion carried. This includes an increase from the previous year amount.

The Director would like approval from the board to transfer ownership of surplus equipment and furniture from the library to the Friends of the Library to sell at their next book sale. The Director will have a list of inventory for the board's approval at the next meeting. Moved to approve the transfer of surplus equipment and furniture to the Friends of the Library up to \$4,999 by Carol Hesch seconded by Rob Elkins. Motion carried. Renee Millar abstained.

Marvin Larue presented 3 different copies of evaluation forms for the Director's evaluation. The Board will review the forms and decide the one they will use in the future.

Renee Millar announced that the sorority Delta Beta Phi, donated \$250.00 to the Friends of the Library.

PAYMENT OF CLAIMS

Moved to pay the claims by Val Seemiller seconded by Marvin Larue. Motion carried.

ADJOURNMENT

Moved to adjourn at 7:57 by Carol Hesch seconded by Renee Millar. Motion carried.

Moved to reverse adjournment by Carol Hesch seconded by Renee Millar. Motion carried.

OTHER BUSINESS

Carol Hesch wanted to revisit the Director's Salary that was discussed in the executive session on July 28, 2015. After some discussion Carol Hesch moved to increase the

Directors salary to the original budgeted amount of \$67, 405.00 seconded by Marvin Larue.
Motion carried.

ADJOURNMENT

Moved to adjourn meeting at 8:05 by Carol Hesch seconded by Renee Millar. Motion carried.