

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Tuesday, September 19, 2018
Immediately Following the Budget Hearing

CALL TO ORDER

The meeting was called to order at 6:31 pm by President Carol Hesch.

PRESENT

Carol Hesch, President
Dave Doll, Vice President
Renee Millar, Secretary
Terry Bailey, Treasurer
Tara White, Member
Casey Gumm, Member
Adam Podell, Member
Stephanie Murphy, Director
Amy Schrock, Assistant Director
Roanna Hooton, Marketing and Adult Programming

ABSENT

CONSENT AGENDA

- APPROVAL OF MINUTES – August 21, 2018 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Terry Bailey made a motion to accept the consent agenda. Dave Doll seconded the motion. Motion carried.

REPORTS

ARSL CONFERENCE REPORT

Roanna Hooton, Amy Schrock, and Stephanie Murphy shared highlights of the Association of Rural and Small Libraries Conference they attended in Springfield, IL.

DIRECTOR'S REPORT

Stephanie Murphy reported that the three job openings have been filled. Amy Luther is now the full-time Clerk and Wendy Arndt is the Bookkeeper/Copy Cataloger. Both Wendy and Amy were part time clerks, so that leaves two new job openings, which we currently have posted. Laurie Nanista will be joining our team as the STEAM Programming Assistant. Laurie's first day will be Tuesday, September 14.

Stephanie Murphy and Amy Schrock met with Zach Benedict from MKM. Zach shared his initial thoughts on space planning and they helped refine his ideas. They also met with Jamie Beisel from Hoosier Start. Jamie explained options for deferred compensation plans available to government employees.

Other highlights: Sarah Audiss and Marie Schaeffer participated the St. Joseph County Sherriff's Night Out event at Memorial Park. Circulation in August was at its highest for the year with over 8500 circulations. Stephanie attended the Town Council meeting, the Town of New Carlisle Steering Committee meeting, and met with Tara Bush from Olive Elementary.

FINANCIAL REPORT

There was nothing to report.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

1) 2019 Wages and Salaries

- a. Dave Doll made a motion to approve the proposed 2019 Salary Schedule. Tara White seconded the motion. Motion carried.

New Carlisle-Olive Township Public Library
Proposed 2019 Salary Schedule

- Director (Exempt) - \$57,000-\$69,000
 - Assistant Director (Exempt) - \$43,000-\$50,000
 - Professional (Exempt) - \$35,000-\$40,000
(Children's Services & Adult Services)
 - Paraprofessional (non-Exempt) -\$11-\$16
(Library Technician, Teen/Outreach Coordinator, Bookkeeper/Cataloger,
Program Assistant)
 - Clerk (Non-exempt) – \$9.50-\$11.50
 - Custodian (Non-exempt) - \$10-\$14.50
 - Maintenance (Non-exempt) – \$15-\$17
- b. Terry Bailey made a motion to approve a pay increase of 3.14% or move to the bottom of salary schedule whichever is the greater. Tara White seconded the motion. Motion carried.

2) Retirement

- a. Dave Doll made a motion to approve writing a resolution to increase by one position those employees covered by PERF. Terry Bailey seconded the motion. Motion carried.
- b. Terry Bailey made a motion to approve writing a resolution to join Hoosier Start for full-time, non-exempt employees. Casey Gumm seconded the motion. Motion carried.

PUBLIC COMMENTS

No members of the public were present.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Tara White made a motion to adjourn the meeting at 7:15 pm. Casey Gumm seconded the motion. Motion carried.



President



Secretary