

**MINUTES OF THE NEW CARLISLE OLIVE-TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
Tuesday, September 20, 2016 6:30 P.M. EST
408 S. Bray St. New Carlisle, IN 46552**

AGENDA

CALL TO ORDER

The meeting was called to order at 6:31 p.m. 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 the August 16, 2016 regular board meeting by Carol Hesch seconded by Lori Szczypiorski. Motion carried. (Minutes will be re-voted at October business meeting as Lori was not in attendance at the August meeting)

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 approve consent agenda by Steve Vojtko seconded by Carol Hesch. Motion carried.

TEEN ADVISORY GROUP REPORT (TAG)

Kaitlyn Wood reported that TAG started on September 1, 2016 with 19 kids attending. She thanked the board for all the improvements that have been done to the teen department. Some upcoming activities the teens will be doing, are opening up the wish jars they made this past spring and helping with Spooky night. The teens are asking for donations for the Christmas Child boxes.

PUBLIC COMMENTS

None. Present Julie Shelton, Marie Schaeffer and Kaitlyn Woods.

TREASURERS REPORT

1. Moved to approve payment of \$1003.52 from the construction fund to Shambaugh for smoke detector repairs by Dave Doll seconded by Carol Hesch. Motion carried.
2. Moved to approve payment of \$960.00 from the construction fund to J.K. Services for repairs to the AC fan in the meeting room by Dave Doll seconded by Carol Hesch. Motion carried.
3. Moved to approve the transfer of \$5,000.00 from line 100.30.112: Utilities: Electric, Water – to the following two: \$13.00 to line 100.30.115 Bond and insurance & \$4987.00 to line 100.30.116 Repair and Maintenance by Steve Vojtko seconded by Lori Szczypiorski. Motion carried.

UNFINISHED BUSINESS

1. The Director announced that the new circulation system, Apollo, will be going live on October 11, 2016.
2. The Director would like to use money from the appropriation Rainy Day Fund to buy a digital sign for outside the Library. After some discussion Steve Vojtko said he would speak with the area plan commission to see if there were any restrictions on dimensions for the sign.

NEW BUSINESS

1. The Director informed the board that on September 19, 2016 Amy Luther started as a new library clerk.
2. Moved to approve the snow removal bid, the bids should be returned to the library by October 14, 2016 and will be opened at the October 18, 2016 board meeting by Carol Hesch seconded by Dave Doll. Motion carried.

OTHER BUSINESS

The Director informed the board that she submitted a bill of \$423.00 to England Trucking for the repair to our landscaping and yard.

Carol Hesch commented on the Library picnic and was pleased with the turn out. Renee Millar said she was glad to

see that the library was promoting the 1,000 books before kindergarten.
Director asked if we had noticed the bushes are gone.

PAYMENT OF CLAIMS

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

ADJOURNMENT

Moved to adjourn the meeting at 7:10 P.M. by Steve Vojtko seconded by Carol Hesch. Motion carried.