

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Thursday, November 21, 2019
6:00 P.M.

AGENDA

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President Carol Hesch.

PRESENT

Carol Hesch, President
Dave Doll, Vice President
Terry Bailey, Treasurer
Casey Gumm, Secretary
Mindie Colanese, Member
Tara White, Member
Adam Podell, Member
Stephanie Murphy, Director
Amy Schrock, Assistant Director
Wendy Arndt, Administrative Assistant
Roanna Hooton, Adult Services Coordinator
Zachary Benedict, MKM Architecture + Design

ABSENT

CONSENT AGENDA

- APPROVAL OF MINUTES
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Dave Doll made a motion to approve the Consent Agenda. Terry Bailey seconded the motion. Motion carried.

REPORTS

- ADULT SERVICE PROJECT REPORT

Roanna Hooton, Adult Services Coordinator, spoke with the Board about the library going Deweyless or Topic driven with our Non-Fiction collection. We are excited about this project. Our desire is to make it easier for the patron to browse for material and hopefully increase circulation. The Deweyless Non-Fiction project is a continuation of our categorizing fiction and DVDs by genres and the Picture Book by topics project. The plan is to work on this project during the renovation.

- DIRECTOR'S REPORT

Director Stephanie Murphy worked with financial advisors to prepare to finalize the sale of the bonds and get everything ready for bidding. The S&P gave the Library an A+ rating, citing proactive management as one of the reasons. There were two bidders on our bonds, with the lowest interest rates of 2.49% being offered by Robert W. Baird and Co., Inc. Marie resigned her position as Teen and Outreach Coordinator. Feeling that the two parts of that position should be separated, we are making the part-time Programming Assistant position into a full-time position. The part-time hours will be posted as an Outreach Assistant position and will be responsible for the Homebound Program, coordinating volunteers, and keeping the local history room in order. We have been invited to attend Kindergarten Round-up at Olive Elementary in March. We will be providing all children who attend with the intent to enroll a backpack with a 3 month calendar of activities that will help get them ready for school. We will provide student library cards and sign up as many kids as possible for Dolly Parton's Imagination Library. 1st Source Bank has generously agreed to fund this project.

- FINANCIAL REPORT

UNFINISHED BUSINESS

NEW BUSINESS

1. Dave Doll made a motion, as recommended by MKM, to authorize Stephanie Murphy to execute a contract, pending legal counsel review, with Michiana Contracting for Bid Package 1, for \$665,528.00. Tara White seconded the motion. Motion carried.
2. Mindie Colanese made a motion, as recommended by MKM, to authorize Stephanie Murphy to execute a contract, pending legal counsel review, with Walsh & Kelly, Inc. for Bid Package 2, for \$503,640.00. Dave Doll seconded the motion. Motion carried.
3. Casey Gumm made a motion, as recommended by MKM, to authorize Stephanie Murphy to execute a contract, pending legal counsel review, with Commercial Office Environments, Inc. for Bid Package 3, for \$357,452.23. Terry Bailey seconded the motion. Motion carried.
4. Adam Podell made a motion to approve the Fire Protection air compressor replacement with Kropp Fire Protection, Inc. for \$4,300.00. Mindie Colanese seconded the motion. Motion carried.
5. The HVAC Repairs was tabled until the December Board Meeting.
6. Mindie Colanese made a motion to approve the Employee Benefits with Anthem at a 0.9% increase. Casey Gumm seconded the motion. Motion carried.
7. Mindie Colanese made a motion to approve an Employee wage increase of 3.5% for all Staff & the Director starting January 1, 2020. Tara White seconded the motion. Motion carried.

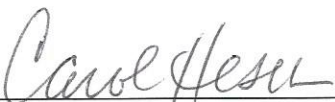
PUBLIC COMMENTS

The December 17, 2019 Board Meeting will start at 5:30 p.m. Carol Hesch stated that the Director Evaluations went very well.

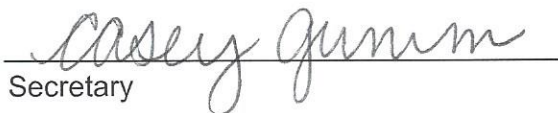
OTHER BUSINESS

ADJOURNMENT

Mindie Colanese made a motion to adjourn the meeting. Terry Bailey seconded the motion. Motion carried. Meeting adjourned at 6:28 p.m.



President



Secretary