

NEW CARLISLE – OLIVE TOWNSHIP PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING

Tuesday, December 18, 2018

5:30 pm

**AGENDA**

**CALL TO ORDER**

The meeting was called to order at 5:30 p.m. by President Carol Hesch.

**PRESENT**

Carol Hesch, President  
Dave Doll, Vice President  
Terry Bailey, Treasurer  
Renee Millar, Secretary  
Casey Gumm, Member  
Tara White, Member  
Adam Podell, Member  
Stephanie Murphy, Director  
Amy Schrock, Assistant Director  
Wendy Arndt, Administrative Assistant

Terry Bailey made a motion to amend the agenda to add payment of Lawnscape Services to New Business. Dave Doll seconded the motion. Motion carried.

**CONSENT AGENDA**

- APPROVAL OF MINUTES – November 27, 2018 Executive Session & November 27, 2018 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

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

**REPORTS**

- DIRECTOR'S REPORT

Director Stephanie Murphy reported that while we did not get approved for the Smithsonian Exhibit, we did get a grant funding in the amount of \$1,500 that will go towards creating a local exhibit. Historic New Carlisle will put together the exhibit which will be displayed at the library. The new scanner in the local history room is getting used. The boilers stopped working on Sunday, December 8<sup>th</sup>. Longardner Mechanical got them running. The Friends of the Library sponsored our staff Holiday Party at Hacienda. It was a great evening to spend time with each other outside of the library. There was a suggestion from the Board to have a contest to name our library elf for which the children enjoy searching.

- FINANCIAL REPORT

Ice Miller recommended that we close the Construction Fund at Wells Fargo. Due to unclaimed funds, it will need to remain opened until that is resolved.

**UNFINISHED BUSINESS**

- 1) Dave Doll made a motion to approve retaining Umbaugh for financial analysis at an amount not to exceed \$5,000. Tara White seconded the motion. Motion carried.

**NEW BUSINESS**

- 2) 2019 Board Meetings will be at 6:30 p.m. on the following dates :

January 15, February 19, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19, December 17 at 5:30 pm.

- 3) A date was set for the January Work Session on Saturday, January 12, 2019 at 9:00 a.m.
- 4) Terry Bailey made a motion to approve the Lease Rental Payment of \$219,750. Casey Gumm seconded the motion. Motion carried.
- 5) Adam Podell made a motion to approve the Resolution to Encumber Rainy Day Funds in the amount of \$11,177.97 for Office Furniture. Renee Millar seconded the motion. Motion carried.
- 6) Dave Doll made a motion to approve the Resolution to Transfer Funds to Rainy Day Fund in the amount of \$93,000. Casey Gumm seconded the motion. Motion carried.
- 7) Election of Officers :

Renee Millar made a motion to approve retaining Carol Hesch as Board President for 2019. Tara White seconded the motion. Motion carried. Renee Millar made a motion to approve retaining Dave Doll as Board Vice President for 2019. Tara White seconded the motion. Motion carried. Renee Millar made a motion to approve Casey Gumm as Board Secretary for 2019. Tara White seconded the motion. Motion carried. Renee Millar made a motion to approve retaining Terry Bailey as Board Treasurer for 2019. Tara White seconded the motion. Motion carried.

- 8) Dave Doll made a motion to approve a Resolution to Establish Capital Assets Threshold of \$1,000. Terry Bailey seconded the motion. Motion carried.
- 9) Terry Bailey made a motion to approve Payment of \$1,820 to Lawnscape Services for snow removal and salt. Dave Doll seconded the motion. Motion carried.

#### **PUBLIC COMMENTS**

The Board thanked Renee Millar for her 6 years of service on the Board stating that she has been a voice for the people and an advocate for the library.

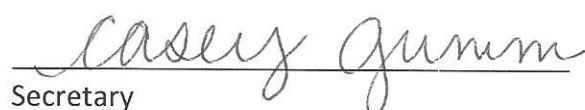
#### **OTHER BUSINESS**

Nothing to report.

#### **ADJOURNMENT**

Dave Doll made a motion to adjourn the meeting. Adam Podell seconded the motion. Motion carried. Meeting adjourned at 6:06 p.m.

  
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President

  
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Secretary