

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Tuesday, April 20, 2021
6:30 P.M.

AGENDA

CALL TO ORDER

The meeting was called to order at 6:30 p.m by President Tara White.

PRESENT

Tara White, President
Mindie Colanese, Vice President
Terry Bailey, Treasurer
Casey Gumm, Secretary
Adam Podell, Member
Brad Ellett, Member
Stephanie Murphy, Director
Amy Schrock, Assistant Director
Wendy Arndt, Administrative Assistant

ABSENT

Jennifer Maure, Member

CONSENT AGENDA

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

Terry Bailey made a motion to approve the Consent Agenda. Mindie Colanese seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Stephanie Murphy reported that work has begun on our new website. Our hours and contact information will always be at the top of the web page and there will be a search bar to search the catalog or the website. There are issues with the HVAC. We now need to do some clean up with the boiler water. We became aware that we have a number of security cameras that are not working. We are working with Phantom Technology to resolve the situation. After discussion with the Board, the general consensus is that the Board feels that it is important to monitor not only the entrances and exits but also hidden corners inside the building that are not easily visible as well as continuing to monitor the outside of the building. Sarah Audiss has been able to return to in person visits to Cornerstone preschool and Tiger Time. We continue to see an increase in the number of people that come into the library. In February, we had 1700 visitors and 2200 in March. Circulation also continues to increase.

- FINANCIAL REPORT

Amy Schrock discussed the new Expenses vs. Revenue Quarterly Report in the Board packet.

UNFINISHED BUSINESS

NEW BUSINESS

1. Terry Bailey made a motion to approve the Unattended Child Policy effective June 1, 2021. Brad Ellett seconded the motion. Motion carried.
2. Mindie Colanese made a motion to approve the Community Calendar Policy. Casey Gumm seconded the motion. Motion carried.
3. The November 2021 Board Meeting will be November 9, 2021.
4. Casey Gumm made a motion to approve the Art Exhibit Policy. Terry Bailey seconded the motion. Motion carried.
5. Mindie Colanese made a motion to approve the Code of Conduct update to include the leashing of dogs on library property. Terry Bailey seconded the motion. Motion carried.

PUBLIC COMMENTS

No public was present.

OTHER BUSINESS


Stephanie Murphy asked for input on the mask guidelines for staff after St. Joseph county lifts the mask mandate on May 27th. Also, Stephanie asked for input on the lifting of room restrictions at the library. Many ideas were discussed on both topics, one of which Tara White suggested was to follow the county's color codes for Covid cases to determine the restrictions on room rental. These topics will be discussed again at the May 2021 meeting.

ADJOURNMENT

Mindie Colanese made a motion to adjourn the meeting. Brad Ellet seconded the motion. Motion carried. Meeting adjourned at 7:21 p.m.



President



Secretary