

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
Tuesday, November 15, 2022
6:30 P.M.

AGENDA

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by acting President Casey Gumm.

PRESENT

Casey Gumm, Secretary
Terry Bailey, Treasurer
Jennifer Maure, Member
Heather Vann, Member
Roanna Hooton, Director
Amy Schrock, Assistant Director
Wendy Arndt, Adult Service Coordinator
Skye Smith, Library Technician 2

ABSENT

Tara White, President
Mindie Colanese, Vice President
Brad Ellett, Member

CONSENT AGENDA

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

Jennifer Maure made a motion to approve the Consent Agenda. Terry Bailey seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported that we have been doing marketing for the Healthy Living Senior Series, sponsored in part by the Community Foundation of St. Joseph County. The Library will be participating in Christmas in New Carlisle. Spooky night was a huge success with around 175 in attendance and lots of positive feedback. We interviewed for the clerk position last week. There were many applicants. We hired a new clerk and she starts tomorrow. We're trying to find balance in our weekend schedules. Saturday mornings, we will staff 2 people in the morning and bring in a 3rd person in the afternoon. On Sundays, we are going to experiment with staffing 2 people. This allows us to use the extra staff hours during the week when it is busier. At the recommendation from our insurance company, The Healy Group, we have purchased employment practices liability insurance. Part of our long range plan is a diversity audit with the children's collection being done in 2022. Instead of looking back at our collection that may be weeded in the near future, we made a plan to move forward and catch up. We will use lists recommended by ALA on various diversity topics, such as LGBTQ+, African American, and disabilities.

- FINANCIAL REPORT

No questions were asked.

UNFINISHED BUSINESS

Terry Bailey made a motion to approve the quote from C&P Distributing in the amount of \$21,097.30 to be paid from the Rainy Day Fund for the Video Security System. Heather Vann seconded the motion. Motion carried.

NEW BUSINESS

1. Jennifer Maure made a motion to approve the proposed Anthem health insurance plan for 2023. Heather Vann seconded the motion. Motion carried.

2. Heather Vann made a motion to approve the proposed 2023 Closed Days. Terry Bailey seconded the motion. Motion carried.
3. An update was given on Phase 1.3 of the HVAC system.
4. Jennifer Maure made a motion to approve Option 1 (\$1,500 FTE prorated for part-time staff) of the Inflation Relief Stipend. Terry Bailey seconded the motion. Motion carried.

PUBLIC COMMENTS

No public was present.

OTHER BUSINESS

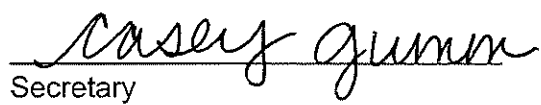
Next month is Officer elections.

ADJOURNMENT

Heather Vann made a motion to adjourn the meeting. Jennifer Maure seconded the motion. Motion carried. Meeting adjourned at 6:58 p.m.



President



Secretary