

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BUSINESS MEETING
408 S. Bray St.
Tuesday, July 18, 2023
6:30 P.M.

AGENDA

CALL TO ORDER

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

PRESENT

Casey Gumm, President
Mindie Colanese, Vice President
Heather Vann, Secretary
Jennifer Maure, Member
Kristen Madren, Member
Roanna Hooton, Director
Amy Schrock, Assistant Director
Skye Smith, Library Technician 2

ABSENT

April Rowe, Member
Terry Bailey, Treasurer

CONSENT AGENDA

- APPROVAL OF MINUTES – June 20, 2023 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Mindie Colanese made a motion to approve the consent agenda. Jennifer Maure seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported that we have about 200 participants in our Summer Reading program that have read over 128,000 minutes to date. We are very pleased with the participation in both the reading challenge and programs. This past week we had over 50 children and 10 teens participate in Art Camp. Roanna thanked the programming staff for taking on the programs this summer and making changes as more and more kids signed up. The library staff will be participating in the Hometown Days parade on Saturday, July 28. The library is also sponsoring Clark the Juggler's performance in the park after the parade, where staff will make a brief announcement about the library before the show. The annual staff in-service day will be Friday, August 4. The library will be closed that day. We will have a guest speaker from Midwest

Collaborative for Library Services (MCLS) coming to speak on “Well-being at Your Library.” In the afternoon, Roanna and Assistant Director Amy Schrock will present on being a Safe Place, child abuse and sexual harassment, and also conduct a fire drill. Staff will go over Summer Reading 2023 and back-to-school reminders. A service award will be given to Kris Greve, a clerk, for working here five years. Our Library was found to be in compliance with the Public Library Standards for 2022 by the Indiana Library & Historical Board. The standards include hours of operations, number of programs, summer reading and percentage of budget spent on materials. Roanna and Amy are at the beginning of the 2024 budgeting season. The maximum levy growth quotient for the 2024 budget was released and is 4%. Indigo Garden and Designs sent us their idea to redo the entryway into the Exploration Garden. This design will make the area more visible to drivers and pedestrians. The plants that are currently in that location will be transferred to other areas in the native plant beds around the Library that need filling in.

- FINANCIAL REPORT

Amy Schrock went over the Quarterly Report. No questions were asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Heather Vann made a motion to approve the Resolution to Join the E-rate Consortium. Jennifer Maure seconded the motion. Motion carried.
2. Mindie Colanese made a motion to approve the Unattended Children’s Policy update. Heather Vann seconded the motion. Motion carried.
3. Jennifer Maure made a motion to approve the Abuse and Molestation Policy. Mindie Colanese seconded the motion. Motion carried.
4. Kristen Madren made a motion to approve the Custodian 1 job description, the Custodian 2 job position and to eliminate the Maintenance position. Jennifer Maure seconded the motion. Motion carried.
5. Jennifer Maure made a motion to approve the update to Personnel Policy 9.1 and 9.5. Mindie Colanese seconded the motion. Motion carried.
6. Heather Vann made a motion to approve the Salary Schedule update. Kristen Madren seconded the motion. Motion carried.

PUBLIC COMMENTS

No public was present.

OTHER BUSINESS

None.

ADJOURNMENT

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

Casey Gumm
President

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Secretary