

**NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
408 S. Bray St. Activity Room
Tuesday, December 19, 2023
6:30 P.M.**

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
Terry Bailey, Treasurer
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

CONSENT AGENDA

- APPROVAL OF MINUTES - November 14, 2023 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS
- BOND PAYMENT
 - a. Zions Bancorporation

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

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported that the control panel project has been put on hold because of supplies not coming in on time. We will continue to update the board when we have more information. Roanna said she is very proud of the staff and their ability to be flexible with our space and time. This past month, the Library was able to reach many people in the community because of programs and other community organizations using the library space. We participated in the Christmas in New Carlisle Parade and held a Homemade Holiday weekend, which had over 130 participants. The Community Gifting in New Carlisle/Rolling Prairie group organized a children's event where they could pick out gifts for their family for free, which brought in over 100 children to the library. The library also hosted the New Carlisle 2040

Comprehensive Plan meeting on December 12. Beacon Community Outreach hosted an Emergency Preparedness table where patrons could find information and be entered into a drawing for an emergency car kit. All Olive Elementary students came over for a workshop with St. Joseph County Water and Soil Conservation. We provided related science books for the kids to check out afterwards. Roanna and Wendy Arndt attended the Indiana Library Federation Conference in November, where the main speaker was Self-healing Communities of Greater Michiana. Roanna attended a session on how to strategically compose a library board and one on Overdrive. The last session was on book challenges and staff training, where from this training, Roanna has created an internal document called the Material Concern Form. If a patron asks about or challenges a book, a manager will fill out the form and read the book. Our main goal is to provide reader's advisory to help patrons find something they think is appropriate. Roanna looked at the statistics for 2023 thus far and found that circulation, visitor count and program attendance has all increased from last year. All staff have completed their end of year reviews and have new goals for the first half of 2024. Our new word of the year is adventure. Roanna spoke about "Freedom to Read" and the important work they are doing and how they can help protect reading freedoms.

- **FINANCIAL REPORT**

Assistant Director Amy Schrock gave the financial report. Amy stated that she is thinking of changing the way the report is presented for upcoming board meetings. No questions were asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Terry Bailey made a motion to approve the Resolution to Encumber Rainy Day Funds in the amount of \$136,636.00. Mindie Colanese seconded the motion. Motion carried.
2. Mindie Colanese made a motion to approve the Resolution Authorizing Electronic Funds Transfer. Kristen Madren seconded the motion. Motion carried.
3. Roanna informed the Board on what recently happened with the St. Joseph County Library board and the difficulties they had when trying to reappoint a board member. Roanna said the County Council is watching board positions more closely. Board member Terry Bailey was asked if he would like to be reappointed for another term. Terry said he would like to continue serving on the board and helping the community.

Jennifer Maure made a motion to keep Casey Gumm as President, Mindie Colanese as Vice President, Terry Bailey as Treasurer and Heather Vann as Secretary for 2024. Kristen Madren seconded the motion. Motion carried

4. Heather Vann made a motion to approve the 2024 Board Meeting dates. Kristen Madren seconded the motion. Motion carried.

PUBLIC COMMENTS


No public was present.

OTHER BUSINESS

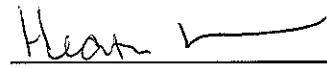
None.

ADJOURNMENT

Mindie Colanese made a motion to adjourn the meeting. Jennifer Maure seconded the motion. Motion carried. Meeting adjourned at 6:49 p.m.



President



Secretary