

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
408 S. Bray St. Activity Room
Tuesday, January 16, 2024
6:30 P.M.

AGENDA

CALL TO ORDER

The meeting was called to order at 6:33 pm by Board President Casey Gumm

PRESENT

Casey Gumm, President
Mindie Colanese, Vice President
Terry Bailey, Treasurer
Heather Vann, Secretary
Jennifer Maure, Member
Roanna Hooton, Director
Skye Smith, Library Technician 2
Wendy Arndt, Adult Service Coordinator

ABSENT

April Rowe, Member
Kristen Madren, Member
Amy Schrock, Assistant Director

CONSENT AGENDA

- APPROVAL OF MINUTES-December 19, 2023, Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Jennifer Maure made a motion to approve the consent agenda. Heather Vann seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported that the Kubota has arrived. We have many exciting things to look forward to in 2024, including a seed library that will launch this spring. The library will be hosting an author visit from Helen Frost, thanks to a grant received from Indiana Humanities. We will be working with Historic New Carlisle on a comic strip contest, and they will have a traveling display on the history of comic strips in Indiana. We will host three large family events this summer thanks to a sponsorship from Cleveland Cliffs.

The small room off the front desk will get new shelving so we can better store our STEM and Readiness kits. We are asking for quotes to fix the doors in the Meeting and Activity rooms that lead to the outside to make them safer to use. Roanna invited the board members to attend a Board Training Dinner that will be held in March at the St. Joseph County Public Library. Roanna

obtained her level 4 certificate from the Indiana State Library, meeting the criteria needed to be director of a Class C library.

Roanna reported that the Indiana Broadband Office was created to assist residents in need of affordable and reliable broadband connectivity. This is an issue for many patrons in Olive Township. The Library will do a push on social media and fliers in the building, asking people to participate in the speed test. This will help the Indiana Broadband Office to draft their 5 year plan and decide who would benefit the most from their services.

Roanna informed the board of two bills that have been introduced in the Indiana Senate and House. Senate Bill 32 eliminates the authority of public libraries as taxing units. This means libraries would submit an annual budget to the county and would prohibit libraries from providing a function or service that is not a core function of the Library. House Bill No. 1221 amends the House Bill 1447 that went into effect January 1, 2024. Any books in the school, including classrooms would need to be available in an online catalog.

The New Prairie School Board voted to keep 5 challenged books in the Middle School, moving 1 to the High School. Board member Jennifer Maure asked why those particular books were chosen to be challenged. Roanna responded that they are popular books that have been on challenge lists from all over the country. Roanna handed out flyers from Freedomtoread to the board members and asked them to look at their website and social media and to be advocates for what is happening.

- FINANCIAL REPORT

No questions were asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Jennifer Maure made a motion to approve the Internal Controls Affidavit. Heather Vann seconded the motion. Motion carried.
2. Jennifer Maure made a motion to keep the Bylaws of the New Carlisle-Olive Township Public Library Board as they are. Heather Vann seconded the motion. Motion carried.
3. Mindie Colanese made a motion to close the library on May 3, 2024 for all staff to attend the local ILF Conference at the St. Joseph County Public Library. Terry Bailey seconded the motion. Motion carried.
4. Every other month in 2024, Roanna will be asking one staff member to attend the board meeting. Wendy Arndy is our Adult Service Coordinator. She started working at the Library in June 2016 as a clerk. She continued that position until October 2018 when she transitioned to cataloger/bookkeeper. In October 2022 she was hired as the Adult Service Coordinator. She has a bachelor of Science in Speech Pathology from Purdue.

Wendy, what do you have planned for 2024?

We will continue chair aerobics and yoga, which have been very popular programs. There will be various book clubs held throughout the year and a Native Plant program in March. We will have a program in May about fraud, presented by First Source Bank. We are excited to have a pickleball class in June and other various programs held throughout the year that still need planning.

Walk us through the book ordering process.

Wendy stated that she looks on Ingram (the website books are ordered from) and looks at lists of books they suggest. These lists consist of predicted bestsellers and high-profile titles. Wendy stated she also looks at reviews and patron requests.

What is a day in the life of an Adult Service Coordinator like?

Wendy helps with things such as opening procedures, front desk, and making sure the marketing tvs are up to date. She looks at the overdue lists and makes sure the items are not on our shelves before notifying patrons of overdue items. Wendy also schedules newsletter, orders books, writes blog posts and helps with readers advisory. She manages the clerks and will assign them tasks as needed and make sure things at the front desk run smoothly. She also spends time getting ideas for upcoming programs.

Board member Mindie Colanese said that it is nice to get to know the staff and what they all do. Board President Casey Gumm agrees, and said it is nice to put a face to the name.

PUBLIC COMMENTS

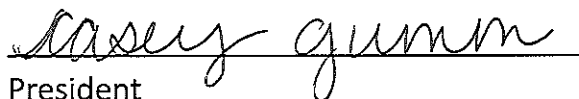
No public present.

OTHER BUSINESS

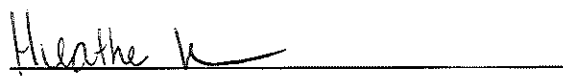
None.

ADJOURNMENT

Mindie Colanese made a motion to adjourn the meeting. Jennifer Maure seconded the motion. Motion carried. Meeting adjourned at 7:02 p.m.



President



Secretary