

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
408 S. Bray St. Activity Room
Tuesday, March 19, 2024
6:30 P.M.

CALL TO ORDER

The meeting was called to order at 6:32 pm by Board President Casey Gumm

PRESENT

Casey Gumm, President
Terry Bailey, Treasurer
Heather Vann, Secretary
Kristen Madren, Member
Roanna Hooton, Director
Amy Schrock, Assistant Director
Skye Smith, Library Technician 2

ABSENT

Mindie Colanese, Vice President
Jennifer Maure, Member

CONSENT AGENDA

- APPROVAL OF MINUTES – February 27, 2024 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Terry Bailey made a motion to approve the consent agenda. Kristen Madren seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported that the Northern Indiana Library Board Association dinner was held March 7. Roanna, Assistant Director Amy Schrock and Board President Casey Gumm attended. They had a review of the library board's purpose and legal obligations, along with a dinner and a presentation by the CEO and President of the South Bend Regional Chamber of Commerce.

For the safety of staff and patrons, the doors to the meeting room, activity room and conference room will be locked when not in use. Groups using the rooms will need to check in at the front desk.

Director Roanna Hooton updated the board on the control panel project. They should be finishing up this week connecting all VAVs to the control panel. When they are done, Roanna and Amy will receive training on the system and how to manage it. Board Treasurer Terry Bailey asked if a third person would be trained on the system. Roanna said her and Amy would train employee Andrew Jonas if he is not able to be there during the initial training.

We have received many applications for the summer intern position. Interviews will happen next week.

Roanna attended the Main Street Mixer hosted by Discover and New Carlisle Business and Community Association (NCBCA). The presenter was a new urbanist who spoke about traditional neighborhood planning. The town's comprehensive plan will be at the library with comment cards until April 11. Roanna will continue to serve on the board for NCBCA and Hometown days in 2024.

Some community outreach opportunities we have coming up include: Prairie View Elementary literacy night, an author visit, the spring book sale, a Community and Career fair at the middle school, Olive Elementary fun fair and more.

- FINANCIAL REPORT

No questions were asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Director Roanna Hooton asked for the change in the Collection Development Policy to include the ability to purchase self-published books. Patrons have been asking for books from self-published authors who have become very popular thanks to social media. This change would give us the freedom to order titles if there is public demand.

Heather Vann made a motion to approve the updated Collection Development Policy. Terry Bailey seconded the motion. Motion carried.

Roanna reported there have been a few issues in the last few months with patrons asking to print/copy 500+ pages. Our copy machines are not designed for mass printing. There has been some confusion as well on the number of free pages. Roanna asked to change the policy to make copies 1-20 free, \$0.10 per page for copies 21 and over with a limit to 100 copies per day.

Treasurer Terry Bailey mentioned that everything from paper, repair/maintenance of copy machines and ink all cost money. He suggested that we raise the price of the copies from 10 cents to 25 and offer less pages daily to deter patrons from printing mass quantities. Assistant Director Amy Schrock reported that the library is not charged much per copy. Patrons use the library because they know it is cheaper than other print shops. Raising the price per copy would still make the library cheaper. Board member Kristen Madren asked how many copies a month on average are done. Roanna responded that she did not have that number with her but the people printing in large quantities are outliers, and that most patrons are under 20 copies. Board President Casey Gumm asked if other libraries are charging more than 10 cents. Roanna says 10 cents for black and white is common, and that colored copies vary. Board member Heather Vann asked if having a library card is required to make copies. Roanna responded that it is not. Amy Schrock said according to Public Library Standards, we cannot require library cards to print. Roanna suggested adopting the policy with the contingency to adapt in a few months if need be. We will track how many copies are being made and what money is coming in.

Kristen Madren made a motion to approve the Circulation, Fines and Fee Policies to have copies 1-20 at no charge, \$0.10 per page for copies 21 and over with a limit of 100 per day. Heather Vann seconded the motion. Motion carried with 3 ayes and 1 nay.

PUBLIC COMMENTS

Director Roanna Hooton updated the board on the book challenges at the local high school. All books were voted to stay in the library. Board President Casey Gumm said pages of these books are read out of context and is happy the books were voted to stay. Treasurer Terry Bailey said people proposing to ban these books usually follow the lead of others and they have not actually read the books. Casey agreed, and said all of the books have been on a circulating list of books to ban.

OTHER BUSINESS

None.

ADJOURNMENT

Terry Bailey made a motion to adjourn the meeting. Heather Vann seconded the motion.
Motion carried. Meeting adjourned at 7:03 p.m.

Casey Gumm
President

Heather Vann
Secretary