

**NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BUSINESS MEETING**

408 S. Bray St.
Tuesday, July 16, 2024
6:30 P.M.

CALL TO ORDER

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

PRESENT

Casey Gumm, President
Mindie Colanese, Vice President
Terry Bailey, Treasurer
Heather Vann, Secretary
Kristen Madren, Member
Jessica VanWanzeele, Member
Roanna Hooton, Director
Amy Schrock, Assistant Director
Skye Smith, Library Technician 2
Julie Shelton, Library Technician 1

ABSENT

Jennifer Maure, Member

CONSENT AGENDA

- APPROVAL OF MINUTES – June 18, 2024 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS
- BOND PAYMENT

Mindie Colanese made a motion to approve the consent agenda. Heather Vann seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported staff will again be participating in the Hometown Days Parade on July 27. The Kabota will be decorated with the "Adventures in Libraries" theme and staff members will pass out bubble gum and frisbees.

At our next all-staff meeting, we will have a presentation from 1st Source Bank on fraud prevention, and we will also hand out years of service awards to four staff members.

Our library was found to comply with the Public Library Standards for 2023 by the Indiana Library & Historical Board. Roanna also reported that they are at the beginning of the 2025 budgeting season and she will meet with the DLGF Field Rep this month. The Maximum Levy Growth Quotient is 4%.

Summer reading is coming to a close this month with Exploration in Cooking and Exploration in Coding programs. The attendance numbers for our large programs this year are double of those in pre-covid years. Roanna looked at stats for 2024 so far and found that family programming attendance is up 95%. Circulation is down by 7%, but Overdrive (ebook) use is up 20%.

The programming assistant position has been posted and interviews have been scheduled. A clerk had put in their two week notice and we have hired a former employee to fill that position.

The awnings for the Exploration and Reading garden doors have been completed. We will also be leveling the sidewalks by the parking lot, rewiring the alarm for the new doors in the meeting and activity rooms, and installing the talking tubes in the Exploration Garden soon.

- FINANCIAL REPORT

Assistant Director Amy Schrock reported that while reviewing the 2025 Rainy Day budget, she noticed one of the 2024 Rainy Day appropriations should have been to account 3.16 Repair & Maintenance, not 4.02 Furniture & Equipment. Amy corrected the appropriation account on 06/28/24. Subsequently, Voucher #238 dated 06/18/24 was changed from account 4.02 Furniture & Equipment to 3.16 Repair & Maintenance.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Terry Bailey made a motion to approve the Resolution to Join the E-rate Consortium. Jessica VanWanzeele seconded the motion. Motion carried.
2. Director Roanna Hooton interviewed Julie Shelton. Julie has worked at the library for 24 years and has held many positions in that time. Julie explained how she does the library's Homebound program and Interlibrary Loan. She also spoke about the many other jobs she does during the week. Director Roanna Hooton shared that Julie cares for her fellow staff members and patrons deeply and goes above and beyond to offer the best customer service she can. The board members thanked Julie for all that she does for the Library.

PUBLIC COMMENTS

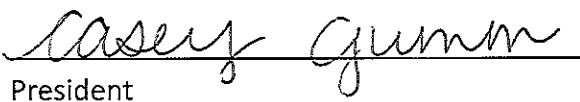
None.

OTHER BUSINESS

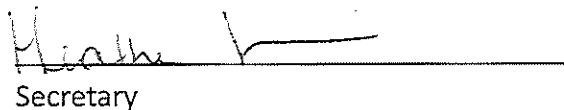
None.

ADJOURNMENT

Mindie Colanese made a motion to adjourn the meeting. Heather Vann seconded the motion. Motion carried. The meeting adjourned at 6:57 p.m.



President



Secretary