

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BUSINESS MEETING
408 S. Bray St.
Tuesday, August 20, 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
Heather Vann, Secretary
Jennifer Maure, Member
Kristen Madren, Member
Roanna Hooton, Director
Amy Schrock, Assistant Director
Skye Smith, Library Technician 2
Christiana Nixon, Programming Assistant

ABSENT

Terry Bailey, Treasurer
Jessica VanWanzeele, Member

CONSENT AGENDA

- APPROVAL OF MINUTES – July 16, 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 shared that this is Kristen Madren's last board meeting. Roanna invited the board members to the Northern Indiana Library Board Association meeting in September. A part-time programming assistant was hired and started last week. The programming staff may bring back some after school programs because the local elementary schools have changed their after school program. Roanna reported that she helped run the Cooking Adventure Camp that was held in July. There were 9 classes over 3 days. There was a lot of preparation that went into each class.

Roanna and the rest of the Administration team met for their yearly planning session. They mapped out large family programs and other projects for 2025. Staff meetings for 2025 will be held on Friday mornings when the library is closed, this will allow for longer sessions which give us the ability to invite guest speakers. A long range plan for 2026-2030 will also be done. Things to work on include local history resources, re-evaluating our ILS (Integrated Library System) and redesigning the Reading Garden to encourage use of that space. Projects that have recently been completed include: New doors and exit signs for the Meeting and Activity rooms, talking tubes in the Exploration Garden, sidewalks leveled and balancing of the heating and cooling in the building.

- FINANCIAL REPORT

No questions asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Director Roanna Hooton will be attending the ILF conference in November. Assistant Director Amy Schrock will lead the November board meeting in her absence.
2. Mindie Colanese made a motion to allow local author Sandra Young to sell her books during the "Peek at Our Fashion Past" program on October 22. Jennifer Maure seconded the motion. Motion carried.
3. Jennifer Maure made a motion to approve the Vehicle Use Policy as is. Heather Vann seconded the motion. Motion carried.

Mindie Colanese made a motion to approve the Video Surveillance Policy as is. Kristen Madren seconded the motion. Motion carried.

Jennifer Maure made a motion to approve the updated 3D Printer Policy. Mindie Colanese seconded the motion. Motion carried.

4. Heather Vann made a motion to approve the 2025 closed days. Kristen Madren seconded the motion. Motion carried.
5. Mindie Colanese made a motion to approve the Resolution to Transfer Funds from the Operating Fund to the Rainy Day Fund in the amount of \$50,000. Jennifer Maure seconded the motion. Motion carried.
6. Director Roanna Hooton interviewed Programming Assistant Christi Nixon. Christi has worked at the library for 5 years. She has built teen programming back up, creates photos and videos for social media, teaches STEM classes, and much more. Christi reported on the Library's Summer Reading program. She reported that registration more than doubled from 2023 and there were 110 more participants. Thanks to a grant from Cleveland Cliffs, the Library gave away 26 grand prizes. The "Dino-Tastic Adventure" program in June was our highest attended program with over 200 patrons.

PUBLIC COMMENTS

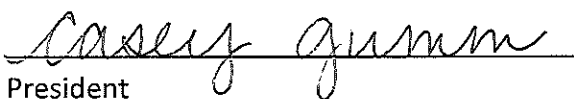
None.

OTHER BUSINESS

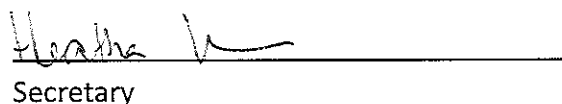
None.

ADJOURNMENT

Mindie Colanese made a motion to adjourn the meeting. Kristen Madren seconded the motion. Motion carried. The meeting adjourned at 7:15 p.m.



President



Secretary