

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
408 S. Bray St. Activity Room
Tuesday, September 19, 2023
Immediately following the 6:30 p.m Public Hearing Budget 2024

CALL TO ORDER

The meeting was called to order at 6:34 p.m. by President Casey Gumm

PRESENT

Casey Gumm, President
Heather Vann, Secretary
Jennifer Maure, Member
April Rowe, Member
Kristen Madren, Member
Roanna Hooton, Director
Amy Schrock, Assistant Director
Skye Smith, Library Technician 2

ABSENT

Mindie Colanese, Vice President
Terry Bailey, Treasurer

CONSENT AGENDA

- APPROVAL OF MINUTES – August 18, 2023 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS
- RENEWAL OF COMMERCIAL PROPERTY AND WORKER'S COMP INSURANCE

Jennifer Maure made a motion to approve the consent agenda. April Rowe seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Roanna Hooton reported that she has now been Director of the Library for a year and expressed her appreciation to the Board. We partnered with Historic New Carlisle this month for Gene Stratton-Porter month. The library has been turned into the Land of the Limberlost where you can find real specimens of butterflies, nature journals, butterfly embroidery kits and more. We were awarded a second runner-up prize of \$250 from Beanstack for our Summer Reading Challenge. Many libraries across the country use this app for Summer Reading so it was exciting that we were second place. We also received a grant from Cleveland Cliffs for \$3,500 to use for next year's Summer Reading program. The Library is a sponsor of New Prairie Football through Broascastsports.net. This reaches many people in the community on Friday nights. The administrative staff met this past month to work on ideas for 2024. Some ideas include a seed library for native plants, Staff and Friends appreciation days, additions to the Exploration Garden and more. These are all ideas at this time and committees will be made to work on them. The entrance to the Exploration Garden was redone, the plants there will grow tall and have pink flowers. We have started deposit collections at both the Middle school and High school. A deposit collection is when we loan titles from our own collection to those libraries. Every student

at Olive Elementary now has a student card. Classes have already started visiting us and checking out books, and we are able to count these visits as programs for the annual report.

- FINANCIAL REPORT

No questions were asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Jennifer Maure made a motion to approve the Public Forum Policy. April Rowe seconded the motion. Motion carried.
2. April Rowe made a motion to award the Construction Contract for Controls Replacement to Ideal Consolidated Inc. in the amount of \$110,290. Heather Vann seconded the motion. Motion carried.
3. Heather Vann made a motion to approve the Resolution to Transfer Funds to the Rainy Day Fund from the Operating Fund in the amount of \$100,000. Kristen Madren seconded the motion. Motion carried.
4. Kristen Madren made a motion to approve the proposed 2024 Closed Days. Jennifer Maure seconded the motion. Motion carried.
5. Roanna Hooton presented the salary schedule for 2024 with explanations about the changes. Jennifer Maure commented that the Board has approved raises a few times this past year and asked if this would continue into next year. Roanna Hooton acknowledged that raises were given this past year. In subsequent years, the recommendation is to increase the Salary Schedule by half of the Maximum Levy Growth Quotient. April Rowe asked if a bigger raise like this has happened before and if the low pay is a reason for a higher turnover rate in Clerks. Roanna Hooton responded that a few clerks who have left said the position and what is expected was not worth the current wage. President Casey Gumm commented that this raise in pay would keep the Library competitive with other area libraries.

April Rowe made a motion to approve the 2024 Salary Schedule. Jennifer Maure seconded the motion. Motion carried.

Heather Vann made a motion to approve an across-the board \$3 an hour wage increase (excluding Custodians) in January 2024. Kristen Madren seconded the motion. Motion carried.

Jennifer Maure made a motion to approve a 3% wage increase in January 2024 for Custodians hired before July 1, 2023. Heather Vann seconded the motion. Motion carried.

PUBLIC COMMENTS

Present: Zachery Harrison and Stephen Kromkowski, representatives from DLZ.

None.

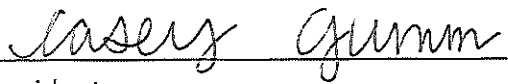
OTHER BUSINESS

None.

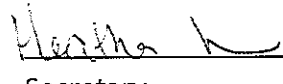
ADJOURNMENT

Terry Bailey made a motion to adjourn the meeting. Mindie Colanese seconded the motion.

Motion carried. The meeting adjourned at 7:09 p.m.



President



Secretary