NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY BUSINESS MEETING
408 S. Bray St.
Tuesday, October 21, 2025
Immediately following Budget Adoption Meeting

AGENDA

CALL TO ORDER
The meeting was called to order at 6:32 p.m. by President Casey Gumm.

PRESENT
Casey Gumm, President
Heather Vann, Secretary
Jessica VanWanzeele, Member
Pamela Arenas, Member
Sarah Mitchell, 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 – September 16, 2025 Regular Board Meeting
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Jessica VanWanzeele made a motion to approve the Consent Agenda. Pamela Arenas seconded the motion. Motion carried.

REPORTS
- DIRECTOR'S REPORT

Director Roanna Hooton reported that the StoryWalk grand opening was a success. She thanked our sponsors and all the staff who contributed to the project. The plan is to change the stories every few months.
The friends of the Library hosted another successful Fall Book Sale. We appreciate all of the time and effort they put into organizing and running the sale. Roanna also thanked the staff members who assisted with set-up and clean-up. Proceeds from the sales help fund things such as summer reading prizes.
All classes at Olive Elementary are now participating in monthly class visits to the library.
Roanna shared that the November/December monthly Snapshot for the Library and the Community are complete. Special thanks to Amy Schrock for her design work, and to the Board for approving the purchase of the new copy machine.
The recent author visit with Kat Higgs-Coulthard went very well. Sarah Audiss wants to recommend her to be a speaker for an ILF conference.
In September, 33 students from Prairie View visited the library on a field trip, which served as a reward for completing summer reading.
ILF has provided an update indicating that changes to SB 1 are likely in the next legislative cycle. Roanna will keep the Board informed as new information becomes available.
Roanna will present a quote for medical insurance next month and is expecting a 20% increase.
We are currently reorganizing the back storage area to improve space for storing Library of Things items. Andrew, our maintenance staff, is building shelves to help with this.
The new water heaters have been installed. The chiller also had an error code recently. Ideal came out to service it and it is back up and running. Roanna is hopeful that installing the controls will help prevent further issues.

Mojo Events, the company that installed our new projector, returned to reprogram the system to the back control panel. The panel has recently gone down and was found to need a software update. The update was completed and the panel interface was simplified for better use.

- FINANCIAL REPORT

No questions were asked.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Jessica VanWanzeele made a motion to approve a temporary weekend hours adjustment of closing on Sundays effective immediately through January 2026. This adjustment will be reevaluated at the January 2026 meeting. Pamela Arenas seconded the motion. Motion carried.

PUBLIC COMMENTS

No members of the public were present.

OTHER BUSINESS

None.

ADJOURNMENT

Sarah Mitchell made a motion to adjourn the meeting. Heather Vann seconded the motion. Motion carried. The meeting was adjourned at 6:56 p.m.

President

Secretary