

CROWN POINT COMMUNITY PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

Monday, December 18, 2017

President Pat Schuster called the Board of Trustees meeting to order at 5:00pm.

I. Roll Call

Present: President Pat Schuster, Trustees Janet Katich, Vicky Klein, Chris Mallers, Fiona McCarroll, Mary Rhee, and Rose Kendall. Also present were Director, Selina Gomez-Beloz, Business Manager, Kate Lodovisi, Kristal Rada, Julie Wendorf, Brenda Thompson, and Laura Clemons.

Not Present: n/a

President Schuster motions to approve minutes of Regular Meeting and Executive Session on 11/27/17. Trustee Klein moves to approve, Trustee McCarroll seconds, motion carried.

II. Financial Report

- A. Approval of warrants #22751 - #22805
- B. Approval of two transfer warrants for payroll on 11/30/17 & 12/15/17
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1282 - #1285, EFTPS, ACH Payments for Deferred Compensation, PERF, & Indiana Department of Revenue

Trustee McCarroll motions to approve Financial Report (A-D), and Trustee Rhee seconds the motion. Motion approved.

III. President's Report: President Schuster references Trustee Kendall's email regarding a request to put possible library proposals on the agenda before taking on a new service to make sure that we are able to cover the proposed item in the budget. We can add an agenda items to the monthly agenda as needed. Selina will begin to include a Budget Update in her Director report in 2018.

IV. Director's Report –The food for fines program in December brought in lots of holiday meal type items, which were donated to Saint Mathias. As before, more items were brought in than fines cleared, which is evidence of our community generosity. Selina will check on the question of the possibility of charging higher fines for items that are still late after the maximum renewal has been reached. The department head/board retreat will be on January 26 at the Chamber of Commerce offices. An agenda will be sent out soon.

V. Old Business

- A. Program Reports

1. Brenda Thompson – Had to cancel one program due to family emergencies, but the patrons were very understanding. Programs planned for the holiday break and end cap displays are doing well. All items from the CPCF matching grant have been received. Discovered that we needed a flag in the meeting room for certain groups to be able to hold meetings at the library. Books to Bridge will use the One State One Story book – Frankenstein – as the basis for its program in 2018.
2. Mary Harrigan – A written report was provided to members because Mary was unable to attend the meeting.
3. Laura Clemons – the Friends are planning a trip to the PNW as a fundraiser. There will be a membership event in February. The Friends have agreed to pay for the printing costs for the monthly newsletter. It will also be available electronically. Mini Golf is held on even number years and will be 4/14/18. Laura is using FB boosting options for special events or important information.
4. Julie Wendorf – There were 39 programs with 514 people in attendance. Julie shared a great service story about working with a woman who wished to get books for her great aunt at St. Anthony's. Women in Politics program, in partnership with Lakeshore Media, was very interesting and will be replayed on the channel. The Holiday Open House had about 350 people in attendance and at least 20 story times were presented at the Civic Center. That event reached approximately 1000 people.
5. Kristal Rada – There were 33 programs with 579 people in attendance. At least 20 of these programs were story times. The Sphero program for homeschoolers was a big hit and will be repeated. It will also become a monthly Saturday program for everyone. The Educational Materials Swap is open to everyone and is being run by the Friends. Children's Winter Reading begins Jan 15.
6. Kate Lodovisi – An email from the auditor was received regarding a new fee to residents. We will receive \$675 in our operating fund. There is no set amount that will come each year that we are aware of.

B. Travel Report – No questions on report presented.

VI. New Business

- A. Library Projects – None.
- B. Official Salary Schedule for 2018 – Motion to approve salary schedule by Trustee Rhee; seconded by Trustee Klein. Motion approved.
- C. Resolution for Continued Internet Consortium – Motion to approve resolution by Trustee McCarroll; seconded by Trustee Katich. Motion approved.

- D. Approval of Policy – Moving Expenses – discussion was tabled until January meeting to have more time to clarify the policy.
- E. Election of Officers – 2018 – Motion to approve candidate slate for 2018 by Trustee McCarroll; seconded by Trustee Mallers. Motion approved. Officers for 2018 are as follows:

Pat Schuster – President
Mary Malloy-Rhee – Vice President
Vicky Klein – Secretary
Rose Kendall – Treasurer

- F. Professional Travel – none

Pat Schuster had to leave the meeting at 5:55 PM

- VII. Acknowledgments - \$100 donation from Nancy Laabs for children's books, in memory of Virginia German
- VIII. Public Comments –Jan Andretich, PT CPCL employee, provided a statement regarding her time at the library, the budget changes, and hours change.

Trustee McCarroll encouraged all staff to come to board meetings to better understand how decisions are made. She noted that no one was pleased that so many changes were needed, but spending needed to be controlled for financial health. Also, she noted that changes are not permanent.

Trustee Rhee stated that it has been a very hard year and that the board truly appreciates the work the staff do each day. The budget changes were difficult for all. She stated that the board cares about the library, just as the staff, and we want to continue to move forward.

- IX. Adjournment – Trustee Kendall called for adjournment of the meeting. Trustee Katich seconded the motion. Meeting adjourned at 6:14 PM.

*****Date of Next Regular Meeting*****

MONDAY January 29, 2018 – 5:00 PM