

# **Crown Point Community Public Library**

Regular Meeting of the Board of Trustees

Monday, May 21, 2018

Trustee McCarroll called the Board of Trustees meeting to order at 5:02 pm.

## I. Roll Call

Present: Trustees Rose Ann Kendall, Fiona McCarroll, Marshall Anderson, Chris Mallers

Absent: President Pat Schuster, Mary Malloy-Rhee, and Vicky Klein

Also present were: Director- Julie Wendorf, Business Manager-Kate Lodovisi, Branch Manager-Brenda Thompson, Kristal Rada, Peter Lewis, Mary Harrigan, Carol Bangsburg, and Carol Fisher.

Trustee called for the approval of the minutes of the Regular Meeting on April 23, 2018. Trustee Anderson moved to approve, second by Trustee Kendall. All in favor.

## II. Financial Report

A. Approval of warrants #23011-23070

- B. Approval of two transfer warrants for payroll on 5/31/18 and 6/15/18
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1302-1305, EFTPS, ACH Payments for Deferred Compensation, PERF, & Indiana Department of Revenue

Trustee Kendall moves to approve, second by Trustee Mallers, all in favor, motion carries.

III. President's Report- None

IV. Directors Report

Director Julie Wendorf reported that she had many outreach opportunities this past month. However, a lot of her time has been spent training Peter Lewis, the new Programming and Outreach Librarian.

Julie has been accepted to the ALA Leadership institute. She is working on a project involving digital access cards. Julie is thinking of using part of the Crown Point Community Foundation Grant money for Tumblebooks. The schools do not have access to Tumblebooks, which is a very popular program.

The passport program that Selena had started has been delayed until next year.

Julie will be speaking at Rotary this week.

Our new hot spot has just arrived. The new library carts that have been donated by The Library Friends have arrived. They are rainbow colored.

We received an additional \$1,000 from the American Dream Grant.

We need someone else from the Board on the on the Library Policy Committee, Trustee McCarroll volunteered.

The HVAC compressor that controls the front side of building has gone out, Julie has received 3 quotes to replace this item. Only 2 of the quotes are in with the third due in tomorrow. Julie has an expert Rod Reutter talking about why we are having these issues. He and Julie also answered questions from the Trustees.

Kate stated that the expense will come out of the LIRF fund, and we have enough money in the fund to cover. The LIRF fund is where Selena built in repair expenses. It was moved by Trustee Kendall that we take the money out of LIRF and that we allow Julie to decide which quote to take once they are all in, second by Trustee McCarroll. All in favor. Trustee Mallers suggested we might also want to contact the vendor they use at the YMCA. He will send Julie their contact information.

## V. Unfinished Business

### A. Program Reports

Brenda Thompson reported that last month Winfield had 12 children's programs and 4 adult programs. She has a health program planned for this summer. They have a couple of outside groups that are now using

the meeting room. They had 4 computer classes. She found out that the parking lot is being paved. They are decorating for Summer reading. Laurel is now on maternity leave.

Mary Harrigan reported that computer use for last month was 555, we had 167 SRCS requests, we loaned out 27 books and had 3 unfilled requests. 1691 reference questions were answered and study room use was up with 227 users.

Mary did a computer class with an 88 year old. Winfield is now using Google to send in their SRCS requests. Jeanene has met with the Indiana Landmarks Director. She also has up a display on the 50<sup>th</sup> anniversary of Martin Luther King and Robert Kennedy's assassinations.

Kristal Rada reported 30 programs last month with 580 participants. There is a display celebrating Children's Book Week. School tours continue to happen, one girl who went on a school tour liked the Library so much she brought her Grandmother back to show her the Library. Preparations are underway for Summer Reading.

Peter Lewis reported 42 adult programs with 583 in attendance. Outreach has been paused for April and May. Peter will be at the corn Roast in June. There has been lots of training, he has been trying to attend different events and meet people. He has started

overseeing the Book Club to Go Kits. Adult Summer preparations are underway. The kickoff to Adult Summer reading will be Chad Clifford, presenting a Beatles inspired concert on June 4<sup>th</sup>. We will be hosting an Author visit on Saturday, June 23<sup>rd</sup> featuring Charles Donlea.

B. Travel Report

Kate Lodovisi presented the travel report.

VI. New Business

A. Library Projects

We talked about HVAC earlier and there are no other projects currently.

B. Library Policy Committee

Discussed earlier in the meeting.

C. Professional Travel

Trustee Anderson moved to approve professional travel. Second by Trustee Mallers.

VII. Acknowledgments

A. Monetary donation from Hometown Happenings for refreshments for the Peggy Archer Author visit.

B. Monetary donations from the Crown Point

Community Foundation, from the following funds: William and Mary Carroll Endowment Fund, Vada Pinter Endowment Fund, George and Laura Wild Endowment Fund, and Bob and Pat Turner Library Endowment Fund.

VIII. Public Comments

Carol Bangsburg-delighted that we have received money from several endowment funds. She is very disappointed in the Friends and feels that many of them don't really care about the Library and raising funds. Feels lots of good things are happening at the library.

IX. Adjournment.

Trustee McCarroll moved to adjourn the meeting at 6:08pm, second by trustee Mallers.

Respectfully submitted,

Vicky Klein