

# CROWN POINT COMMUNITY PUBLIC LIBRARY

## Regular Meeting of the Board of Trustees

Monday, October 23, 2017

President Pat Schuster called the Board of Trustees meeting to order at 5:01pm.

### I. Roll Call

Present: President Pat Schuster, Trustees Janet Katich, Mary Malloy-Rhee, Vicky Klein and Rose Kendall. Also present were Director, Selina Gomez-Beloz, Business Manager, Kate Lodovisi, Kristal Rada, Julie Wendorf, Brenda Thompson, Mary Harrigan and 3 members of public.

Not Present: Fiona McCarroll, Chris Mallers

Pat Schuster motions to approve minutes of Public Hearing, Regular Meeting and Executive Session on 9/25/17. Trustee Klein moves to approve, Trustee Katich seconds, motion carried.

### II. Financial Report

- A. Approval of warrants #22628-#22682
- B. Approval of two transfer warrants for payroll on 10/31/17 & 11/15/17
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1274-#1277, EFTPS, ACH Payments for Deferred Compensation, PERF, & Indiana Department of Revenue

Pat also mentions approval for Advanced Draw Resolution. Kate notes that this would enable the library to received early disbursement of expected tax monies, and we have the option to approve at this time. Pat motions to approve, Trustee Malloy-Rhee seconds, motion carried.

### III. President's Report: None

### IV. Director's Report –Selina will be leaving for ADOLPLI meeting in Indianapolis on Thursday. Hand dryers are scheduled to be placed in all restrooms. In-Service was a success, with a presentation from Fire Department, and Budget discussion. Selina's Passport Program received approval for \$200 from The Friends, and she will be in contact with other libraries that would like to participate.

Will be presenting a webinar for the first time tomorrow morning on "Tips and Tricks of Attending Conferences".

Will be sitting on a panel for Indiana Library Federation for "Be the Change". The LSTA Grant that Kristal applied for is moving forward, and Kristal will be speaking more about it. Auto Renewals will be offered to patrons beginning 11/20. Selina notes that there could be a slight decrease in revenue, but this is a big benefit for the public.

## V. Old Business

### A. Program Reports

1. Brenda Thompson – Adjusting to new hours. Offering Scavenger Hunt and other activities for Halloween. Finishing Nourish Your Body Series. October Highlights include, Grant Fitch “Spooky Stories” and “Meet the Friends “event. November will have “Day of the Dead” program on 11/3.
  2. Mary Harrigan – 503 computer questions, 1400 reference, 195 study room uses, 1 computer class and 5 unfulfilled non fiction SRCS requests. 2 new displays have been set up on Cooking, and Health and Literacy. 1850 thru 1930 Obits have been updated and added to our website, now easier to search. Historical Tours were huge success. In November they will have large Database display.
  3. Kristal Rada – September had 35 programs with 694 attendees, 21 were Storytime, 2 Tours. October so far has had 35 programs, with 628 attendees with 20 being Story times, and 1 Daisy Troop Tour. Still ahead is “ Day of the Dead Celebration”, “Contraption Club” and” Pumpkin Walk”, which is offering a scavenger hunt, make and take crafts, giveaways and a movie. A “Stranger Reads” display is in Teen area. Cindy will be adding a Home School Math program in November, to her already popular Science Program. American Girl is being added to our line up as a multi-part program. LSTA Grant has allowed us to purchase robots which will be arriving soon.
  4. Julie Wendorf- September had 40 programs with 514 attendees. 7 Trolley Tours had over 200 participants, Rock Painting, 60 and Yoga has doubled with each class. Watercolor Class had great attendance. Sent out over 200 Book Club Kits, and created 330 new library cards during Library Card Sign Up Month! Weeding and shifting and looking forward to Pumpkin Walk. Will be hosting Board Games and other activities in the meeting rooms on November 4<sup>th</sup> for “International Games Day”. Leaving tomorrow for American Book Mobile & Outreach Services Conference. Started Grad class through University of Wisconsin.
- B. Travel Report – Kate notes she paid airfare, leaving a slight deficit with items on page 2 that have not yet been paid. These totals will exceed balance left in Travel acct. Pat asks if we will need to transfer funds to cover, and Kate confirms that will be covered in January 2018 with the appropriation changes.

## VI. New Business

- A. Library Projects – Hand dryers on the way for the public restrooms. Selina notes there may be a window leak in the Literacy Center, but will confirm once looked at.

- B. Adoption of 2018 Budget – Pat indicates that a motion needs to be made to adopt the 2018 budget. Trustee Klein motions, Trustee Kendall seconds, motion carried.
- C. Nominating Committee – Board Officers for 2018  
Pat would like to show Rose and Janet as the proposed nominating committee. Committee will bring a slate of officers to November 27<sup>th</sup> meeting. Vote will be taken on officers at December 18<sup>th</sup> meeting.
- D. Discussion begins on Janet Katich finishing her term on Board and the nomination process. They agree to make motion to propose Marshall Anderson as the person to fill spot. Trustee Kendall motions, and Trustee Katich seconds, motion carried. Kate offers to take the paperwork to the School Corp, preferably by mid-November, so that we can meet the agenda deadline for their November meeting. Pat will reach out to Mr. Marshall to confirm his interest, and let Kate know before then.
- E. Professional Travel – Trustee Katich motions for approval of Professional Travel, and Trustee Kendall seconds, motion carried.

VII. Acknowledgments - None

VIII. Public Comments –Rose Kendall of The Friends would like to note that the annual Friends Luncheon “Bandstand Diaries” is coming up on November 11, 2017. It will be an “American Banstand” theme, but will also incorporate an honor to Veterans and a \$5 discount for Vets. There will be a picture gallery, looking for veteran pics of family or friends, auction items and chili. Friends Book Sale is this Thursday and Friday. Carole Bangsburg still loves to hear about all the programs.

Debbie Thill, a Crown Point patron, would like to say she enjoyed the Trolley Tour. She came to talk about the St. Mary School children in the library. She has met with Selina and St. Mary principal, Mr. Ruiz. Feels the kids behavior has gotten out of control and that parents are using the library as a babysitter. She also notes it has caused parking lot issues. Thinks taxpayer money should not be used for watching these kids every day after school. Mr. Ruiz is making efforts to make parents of these children aware of this situation.

Carole Bangsburg mentions that she has not had the same experience.

IX. Adjournment – Pat moves for adjournment, Trustee Klein motions, Trustee Malloy-Rhee seconds, motion carried. Meeting adjourned at 5:50PM.

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

**MONDAY NOVEMBER 27, 2017 – 5:00 PM**