

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, December 17, 2018

President Pat Schuster called the Board of Trustees meeting to order at 5:03 pm.

I. Roll Call

Present: Trustees Patrick Schuster, Rose Ann Kendall, Marshall Anderson, Fiona McCarroll, Chris Mallers, Mary Malloy-Rhee, and Vicky Klein

Absent: None

Also present were: Director- Julie Wendorf, Business Manager-Kate Lodovisi, Peter Lewis, Kristal Rada, Mary Harrigan, Brenda Thompson and Laura Clemons.

President Schuster called for the approval of the minutes of the Regular Meeting on November 26, 2018, Trustee Anderson moved to approve, second by Trustee McCarroll. All were in favor.

II. Financial Report

Trustee Kendall moved for

A. Approval of warrants #23397-#23439

- B. Approval of two transfer warrants for payroll on 12/28/18 and 1/15/19
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1330-1333, EFTPS, ACH Payments for Deferred Compensation, PERF, & Indiana Department of Revenue second by Trustee McCarroll, all in favor, motion carries.

III. President's Report- None

IV. Directors Report

Director Julie Wendorf has been busy doing story times at the Civic Center after the City Trolley Light Tours. She has also met with our new State Representative Lisa Beck, regarding the proposed 2020 tax cap.

There was an incident with our payroll auto deposit system. The deposits did not go into the employees accounts as scheduled on Friday, they didn't receive their pay until Monday. Julie has been in contact with our payroll company regarding this. After consulting with President Schuster, Julie has advised the employees if they were charged any fees, due to auto payments they had set up, we will cover the fees and then try to collect from our payroll company.

V. Unfinished Business

A. Program Reports

Mary Harrigan – 336 computer questions were answered. 149 books were borrowed through SRCS, we

loaned 12 and we had 6 unfilled requests. 179 patrons used our study rooms in November.

1,232 reference questions were answered.

Brenda Thompson- In October the staff had fun dressing up for Halloween. Brenda appreciated her opportunity to attend ILF. She was able to attend several sessions that she found useful. They are busy weeding the Adult non-fiction collection.

In October and November, 26 children's programs were held with 766 in attendance (story times were packed in October). There 12 adult programs with 104 in attendance, and 2 family programs with a total of 24 present.

Peter Lewis- we hosted 40 adult programs with 523 in attendance.

Popular programs included Gladus, and Brad Miller from Indiana Landmarks, he presented 2 programs.

Julie, Kristal, and Vicky went to Timothy Ball School for a Birth to School outreach program. 125 kids, parents, and teachers were present.

AARP tax assistance will start up again January 31st, in our meeting rooms.

Peter attended a grant writing workshop, he feels this workshop provided him with tools to write better grant applications.

Kristal Rada- we hosted 32 children's programs with 790 in attendance. 217 reference questions were answered.

Notable programs included letters to Veterans, which were delivered to Veterans on Honor Flight. Service Dogs: Lutheran Charities talked to families about the purpose of service dogs.

Laura Clemons- \$725 was collected on Giving Tuesday. The library is a collection site for a mitten tree for Southlake Community Services.

A schedule of 2019 Friends Fundraising Events was also provided.

Kate Lodovisi- Kate is scheduling a meeting with Centier Bank for our bi-annual bond payment. She has been working with Paycor to set up our new payroll system. She attended the Lake County Council meeting for Trustee Kendall's reappointment. Also the Lake County Commissioners' meeting for reappointment of Trustee McCarroll, which was deferred. Kate attends weekly Rotary meeting as the Library's representative.

B. Travel Report- None

C. Election of Officers-Trustee McCarroll moved to approve the list of officers for 2019 as listed, second by Trustee Mallers. All were in favor.

President- Pat Schuster

Vice President- Mary Malloy-Rhee

Secretary-Vicky Klein

Treasurer- Rose Kendall

VI. New Business

A. Library Projects- There are no current library projects

B. Long Range Plan for 2019-2022

Trustee Kendall moved to approve the Long Range Plan for 2019-2022. Second by Trustee Klein

All were in favor, motion passed.

C. Official Salary Schedule- After discussion Trustee Anderson moved that we give a 2% across the board raise as budgeted, second by Trustee Malloy-Rhee

All were in favor motion passed.

D. Professional Travel

Trustee Anderson moved to approve second by Trustee Mallers

VII. Acknowledgments-None

A. Monetary donation from Sally Ann Steel

B. Monetary donation from Jason Decker

C. Monetary donation from Jean Dolton for the Reference Dept.

D. Monetary donation from Marshall Anderson

E. Monetary donation from Haajar Shaaban

F. Monetary donation from Sue Elizondo

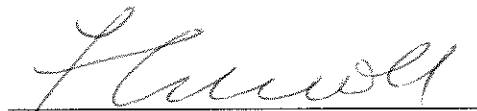
- VIII. Public Comments-Carol Bangsburg commented on what a good job the Library staff does. She also commented on activities and programs she enjoyed.
Carol Fisher also was present.
- IX. Adjournment-Trustee Malloy-Rhee moved to adjourn at 5:41p.m. Second by Trustee Anderson. All were in favor.

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Respectfully submitted,



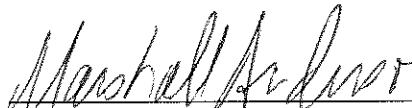
Patrick A. Schuster, President



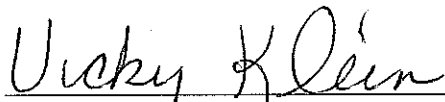
Fiona McCarroll



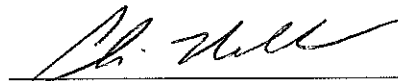
Mary Malloy-Rhee, Vice President



Marshall Anderson



Vicky Klein, Secretary



Chris Mallers



Rose Ann Kendall, Treasurer