

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, August 26, 2019

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

I. Roll Call

Present: Trustees , Marshall Anderson, Pat Schuster, Fiona McCarroll, Chris Mallers, Mary Malloy-Rhee, and Vicky Klein

Absent: Rose Ann Kendall

Also present were: Director- Julie Wendorf, Mary Harrigan, Laura Clemons, Kate Lodovisi, Jacob Davis, and Brenda Thompson.

II. Approval of Meeting Agenda

Trustee Schuster moved to approve the meeting agenda, second by trustee Klein.

III. Approval of Minutes of Regular Meeting

Trustee Anderson called for the approval of the minutes of the Regular Meeting on July 29, 2019, second by Trustee Mallers. All were in favor.

IV. Financial Report

Trustee Schuster moved for:

A. Approval of warrants #23790-#23829

- B. Approval of two transfer warrants for payroll on 8/30/19 and 9/13/19
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1362-1365, EFTPS, ACH Payments for Deferred Compensation, PERF, & Indiana Department of Revenue.
Second by Trustee Klein, all were in favor.

V. President's Report- None

VI. Directors Report-

Director Julie Wendorf – Community Outreach

Julie has been busy attending local meetings, and working our booth at the Lake County Fair, as well as our Farmer's Market Booth.

Professional Development

She has attended several webinars and professional meetings.

Julie and Trustees Kendall, Anderson, & Klein attended the ISL Trustee Summit in Indianapolis.

Julie and Kate have completed the budget and we will be voting to publish later in the meeting. This year after September 3rd we will have "read only" rights in Gateway. Kate & Julie will attend three Lake County Council Meetings presenting the library's 2020 budget.

Public Presentation, September 3rd at 2:40 p.m.

Public Hearing, September 11, 4:00 p.m.

Adoption Hearing, October 8, 1:00 p.m.

Julie has written a grant to the Crown Point Community Foundation for the replacement of the library's AWE early literacy computers at both Crown Point & Winfield. The grant total is \$10,896.

Julie provided assistance to: Trustee Kendall as she completed two Woman's Giving Circle Grant Requests. The first is on behalf of the Friends of the Crown Point Library –for a program and display celebrating the 100th anniversary of the passage of the 19th Amendment , which gave woman the right to vote, and the second on the behalf of the Friends of the Adult Learning Center, for materials & testing scholarships for HSE students. Julie also provided assistance to Brenda in a successful request for materials for Children's programming from the Winfield Community Foundation.

VII. Unfinished Business

A. Program Reports- Mary Harrigan

187 patrons used our study rooms in July.

We borrowed 172 books from other libraries, using SRCS, there were no unfilled requests. 517 technological questions were answered, and 1,639 reference questions. Non-fiction weeding is ongoing. The Indiana Room has had a few research requests. The Indiana Room continues to tweet.

Laura Clemons-Communications Department

Library card sign up promotion this year will be – Toy Story.

This year we will be having a, Show Your Card and Save Promotion with several local businesses. A list of participating businesses was handed out. We will be having a Kindle giveaway in September.

Laura also reminded us of upcoming Friends events.

Brenda Thompson-Winfield

My school had 6 visits with 222 students and teachers participating.

An interactive space station with games, a space station control panel, and puzzles was created and proved to be very popular.

Summer reading: total participation, children & teens 378. There were 9 children's programs with 460 in attendance. Teen programs 4 with 65 attendees. All age programs 2 with 346 participating.

There was a space scavenger hunt

We had 17 teen volunteers this summer that volunteered over 247 hours.

Adult programs 5 with 94 participants.

Reference questions 477

A new chess club is being formed.

A Haunted Library is being planned for October.

Julie- Adult Programing and outreach

Programs 47, attendance 534

Outreach programs-2, attendance 606

The popular Trolley Tours continue.

Summer Reading 2019

Crown Point Kids 1591 registered 841 completed

Crown Point Teens 245 registered 86 completed

Winfield Kids 303 registered 112 completed

Winfield Teens 50 registered 22 completed

A total of 2,189 patrons ages 0-18 signed up at both branches.

A total of 1,061 completed at least one reading log.

A completed log equals 10 hours for kids and 20 for teens.

Overall this is the largest registration in Crown Point Summer Reading History.

Eisenhower Elementary and Taft Middle schools won the reading competition.

Crown Point Summer reading programs: 67 with participation of 1846

Partnerships- every pre-school child kept a reading log and completed it in class.

Chick Fil A participated in the summer reading kick off and made a donation for prizes.

State Rep Lisa Beck participated in the kick off, handed out bookmarks, and led a friendship bracelet making program.

Promise Dance Academy led two dance programs.

Adult Summer Reading- CP adults registered 423, logs completed 684, total books read 1,368.

Winfield 62 registered, 159 logs completed, 318 books read.

B. Travel Report- was reviewed

VIII. New Business

A. Library Projects- Jacob & Julie reported on the need to purchase a Domain Controller. Our current one has 2008 software on a 2014 server, and will soon not be able to be updated. The new one has redundancy which will help protect against security attacks.

It will be more expensive than was originally budgeted for. There is less equipment but more set-up involved. The new server will have windows 2019. Next, we will need to start replacing some of the staff computers, and in 2020 we hope to replace the public computers.

Julie has been approached by a different copier company and is weighing the options of changing companies.

Carpet cleaning will be starting in Youth Services, the meeting rooms, and the internet Café.

B. Approval to publish the 2020 budget.

Trustee Klein moved to publish the 2020 budget, with a second from Trustee Anderson. All were in favor.

C. Health Insurance Renewal

After discussion Trustee Anderson moved to approval renewal of health insurance with an increase of 6%, Second by Trustee McCarroll. All were in favor.

D. Library Closure-Staff In-Service Day

Julie would like to move the staff in-service day to November 22nd. The Library will be closed that day. After discussion, Trustee Malloy-Rhee moved to approve second by Trustee Mallers. All were in favor.

E. Professional Travel

Trustee Anderson moved for the approval of professional travel, second by Trustee McCarroll. All were in favor.

IX. Acknowledgments

A. Monetary Donations From

Marshall Anderson

Anonymous donation in memory of Ian Braid for Fiction Books

Kathy Mikulich in memory of Audrey Ritz

Janice Ritz in memory of Audrey Ritz, along with a plaque for the Indiana Room.

X. Public Comments- None

- XI. Adjournment- President Schuster moved for adjournment at 6:03 p.m. second by Trustee Malloy-Rhee
All were in favor.

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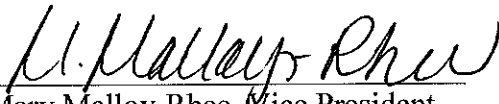
Respectfully submitted,



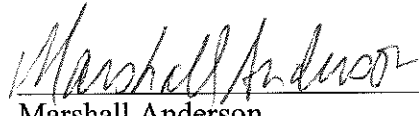
Patrick A. Schuster, President



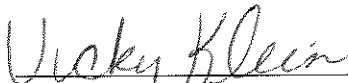
Fiona McCarroll



Mary Malloy-Rhee, Vice President



Marshall Anderson



Vicky Klein, Secretary



Chris Mallers



Rose Ann Kendall, Treasurer