

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, February 17, 2020

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, Rose Ann Kendall, and Vicky Klein

Absent: Chris Mallers, and Mary Malloy-Rhee

Also present were: Director- Julie Wendorf, Kate Lodovisi, and Kristal Rada.

II. Approval of Meeting Agenda

President Schuster moved we add a request to adopt a resolution to establish a non-residential fee. It will be item F, under New Business.

Second by Trustee Anderson. All were in favor.

Trustee Klein moved to approve the amended meeting agenda, second by Trustee Anderson.

III. Approval of Minutes of Board of Finance Meeting, and Regular Meeting on January 27, 2020.

Trustee McCarroll moved to approve the minutes, second by Trustee Kendall. All were in favor.

IV. Financial Report

Trustee Kendall moved for:

A. Approval of warrants #24106-#24145

- B. Approval of two transfer warrants for payroll on 2/28/20 and 3/13/20
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1385-1388, ACH Payments for Deferred Compensation, and PERF.
Second by Trustee McCarroll. All were in favor.
- E. Approval to void outstanding checks.
Second by Trustee Klein, all were in favor.

V. **President's Report-** None

VI. **Directors Report-** Julie Wendorf

Julie reported on the numerous, meetings, events, and outreach programs she participated in this past month. She showed a new plaque featuring an article from The Times newspaper. The article is about the new store area in the Children's Department.

Julie commented on how nice the display was at the Gary Public Library. This display is part of the project that Jeanene Letcher has been working on through the library's participation in the Calumet Heritage Partnership.

Julie met with Senator Neimeyer, and Representative Lisa Beck, as well as other area legislators to discuss SB410 and advocate for support for quality library services.

We will be hosting the ILF Regional Conference on Friday, April 3. The library will be closed that day.

Jeanene Letcher, Reference Assistant, has been awarded an Exceptional Customer Service Award.

VII. **Unfinished Business**

A. Program Reports

Youth Services- Kristal Rada

Total Programs-46

Attendance- 1,122

Number of reference transactions 502

Notable Programs in December:

Winter Reading

Life Sized Candy Land

Story times no longer require registration, this has proved very popular.

The new play area has proven to be very popular. People who read the article in the paper have stopped in to see the new area.

B. Travel Report- none

VIII. New Business

A. Library Projects- True Barbeque is working on a proposal regarding the portion of our green space that we have agreed to allow them to use.

Julie is in the process of getting quotes for cutting a ramp into the curb at our front entrance.

The Library is a formal partner with the 2020 Census.

We have been providing space for recruitment, and will also provide space for training. The Library is also helping to promote Census awareness.

Julie is working on getting a quote from HDW on purchasing more functional office furniture for the Winfield Branch Supervisor's Office.

B. Approval of Chamber Event on March 31,2020

Julie asked permission to open the library early.

The meeting starts at 8:00 and we are hosting.
Trustee Anderson moved to approve the early opening,
second by Trustee Klein, all were in favor.

C. Approval of Job Description for Head of Operations and Circulation Assistant 1

After discussion, slight changes were made to the job descriptions. Trustee McCarroll moved for approval, with changes, Second by Trustee Kendall.

D. Approval of Coleen Kasch as new Winfield Branch Supervisor

Trustee McCarroll moved to approve, second by Trustee Kendall. All were in favor. Coleen will start her new position on March 1st.

E. Resolution for Enlargement of PERF-IT Specialist, and Outreach Specialist.

Trustee McCarroll moved to add the job titles of IT Specialist, and Outreach Specialist to PERF, second by Trustee Anderson. All were in favor.

F. Approval of Resolution for non-Resident Fee

The non-resident fee for 2020 will be \$40.
Trustee Anderson moved to approve the 2020 non-resident fee. Second by Trustee Klein. All were in favor.

H. Professional Travel

Trustee Anderson moved to approve professional travel, second by Trustee Klein. All were in favor.

IX. Acknowledgments

A. Monetary Donations

Marshall Anderson

X. Public Comments- Carol Bangsburg complimented Julie and the Library Staff on the great job they are doing. Carol Fisher also complimented Julie and her staff.

XI. Adjournment- President Schuster asked for a motion to adjourn. Trustee Klein moved to adjourn second by Trustee Anderson at 5:36 p.m. All were in favor.

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Respectfully submitted,



Patrick A. Schuster, President



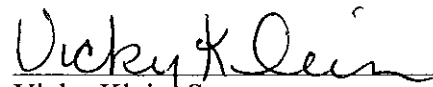
Fiona McCarroll



Mary Malloy-Rhee, Vice President

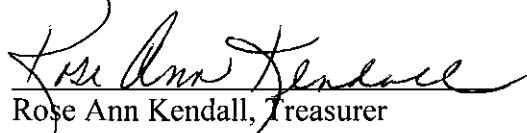


Marshall Anderson



Vicky Klein, Secretary

Chris Mallers



Rose Ann Kendall, Treasurer