

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, August 24, 2020

President Pat Schuster called the Board of Trustees meeting to order at 5:05 pm.

I. Roll Call

Present: Julie Wendorf, Pat Schuster, Vicky Klein, Marshall Anderson, Chris Mallers, Fiona McCarroll, Mary Malloy-Rhee, and Rose Kendall.

Absent: None

Also present: Kate Lodovisi and Erika Wagner

II. Approval of Meeting Agenda

Trustee Klein moved to move item **VIII.-E Presentation on Refunding Bonds- Baker Tilly**, to right after the treasurer's report. Second by trustee Kendall, all were in favor.

III. Approval of Minutes of Regular Meeting on July 27, 2020

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

IV. Financial Report

Trustee Kendall moved for:

A. Approval of warrants #24421-#24468

B. Approval of two transfer warrants for payroll on 8/31/20 and 9/15/20

C. Approval of net payroll deposits

D. Approval of payroll related warrants #1409-#1412, ACH Payments for Deferred Compensation, and PERF.

Second by Trustee Klein. All were in favor.

V. President's Report-None

VI. Director's Report- Julie has been busy doing community outreach; she has attended various community meetings, as well as meeting with the new school superintendent, and working our booth at the farmers market.

She is also attending professional meeting on line.

Julie has been conducting interviews to fill the open staff positions.

She has also been working on her reorganization plan. Several building inspections are coming due and have been scheduled. Julie and Kate have also been working to complete next year's budget.

We received a grant from Indiana Humanities Racial Equality Collection, which Julie had applied for. She has two other grants which are still outstanding.

There will be no shift in Library services until Lake County moves into Stage 5 of the Indiana Back on Track Plan.

Laurel Heavner, Adult Services Assistant- Winfield received the Exceptional Service Award for August.

VII. Unfinished Business

A. Program Reports

Erika Wagner- Programing & Outreach, attended the meeting and gave her report.

B. Travel Report- None

C. INPRS Discussion- Julie and Kate have finally gotten some answers on what needs to be done to correct the Perf enlargement. Julie explained how the process will work.

VIII. New Business

A. Library Projects

The main project in August has been maintaining the building due to the retirement of 2 of our 3 maintenance staff members.

The controls for the HVAC system on the 2nd & 3rd floors are broken. Julie is waiting on estimates to repair.

The software system that controls the HVAC system is antiquated and obsolete.

Trustee McCarroll moved that we upgrade the software system and complete the necessary repairs to the HVAC system, second by Trustee Klein. All were in favor.

Julie is revisiting her project to update our lights to LED.

This should result in considerable energy cost savings.

B. Approval of New Employees

Don Chalmers-Maintenance Assistant I

Sarah Pillman- Reference Assistant

Hannah Rogers-Circulation Aide

Miranda Munoz- Page

Kara Graper-Page

Amber Brown-Page

C. Health Insurance Renewal

Julie reviewed insurance renewal options with the Board. After discussion, Trustee Mallers moved that we go with the Anthem Silver PPO HAS AF07, Renewal. Second by Trustee McCarroll, all were in favor.

D. Approval to Publish 2021 Budget

Julie reviewed the proposed 2021 budget with the Board. After discussion, Trustee Kendall moved to approve publishing the 2021 budget, second by Trustee Anderson, all were in favor.

E. Presentation on Refunding Bonds-Baker Tilly

Todd Samuelson of Baker Tilly Municipal Advisors, Did a presentation for the board explaining our options. Due to the low interest rates, it is prudent for us to consider refunding our Bonds. Our options were discussed and questions answered.

After our speaker departed; Julie mentioned that she and Kate have also spoken with ICE Miller and FSG regarding the refunding. The Board discussed the options. Trustee Malloy-Rhee moved that we proceed with Baker Tilly since they are the company we are with currently. Second by Trustee Mallers, all were in favor. It was agreed that we will meet at a later date to discuss our refunding options.

F. Resolution Regarding Library Operations During COVID-19 Pandemic-Update

Julie explained the updates that she has made to our COVID-19 resolution. Trustee Klein moved to approve

the changes, second by Trustee Mallers. All were in favor.

G. Transfer of Monies From IN Humanities Cares Acts Fund to Operating

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

H. Professional Travel

Trustee Anderson moved to approve the virtual professional travel, second by Trustee Mallers, all were in favor.

IX. Acknowledgements -None

VII. Public Comments- None

VIII. Adjournment- Trustee Anderson moved to adjourn the meeting at 6:44 p.m. Second by Trustee Kendall, all were in favor.

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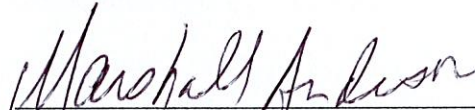
Respectfully submitted,



Patrick A. Schuster, President

Fiona McCarroll

Mary Malloy-Rhee, Vice President


Marshall Anderson
Vicky Klein, Secretary
Chris Mallers
Rose Ann Kendall, Treasurer