

**Crown Point Community Public Library**

Regular Meeting of the Board of Trustees

Monday, March 22, 2021

President Pat Schuster, called the Board of Trustees meeting to order at 5:54 pm.

**I. Roll Call**

Present: Pat Schuster, Vicky Klein, Marshall Anderson, Fiona McCarroll, Mary Malloy-Rhee, Russ Marcinek, and Rose Kendall.

Absent: None

Also present: Julie Wendorf, Erika Wagner, and Amanda Fack

**II. Approval of Meeting Agenda**

Trustee Klein moved to approve the meeting agenda, second by Trustee Anderson, all were in favor.

**III. Approval of Minutes of Regular Meeting on February 22, 2021**

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 #24805-#24850

B. Approval of two transfer warrants for payroll on 3/31/21 and 4/15/21

C. Approval of net payroll deposits

D. Approval of payroll related warrants #1436-#1439, ACH Payments for Deferred Compensation, and PERF.

Second by Trustee Marcinek. All were in favor.

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

**VI. Director's Report-**

Julie has been busy attending various community meetings, in person and by Zoom, doing community outreach, and attending Webinars.

Julie has been working on the annual report to get it ready for audit. She has continued to work on our HVAC issues, as well as the INPRS issue.

## **VII. Unfinished Business**

### **A. Program Reports**

Written reports were submitted by, Reference Department, Mary Harrigan; Indiana Room, Jeanene Letcher; and Operations report, Kristal Rada.

Oral reports were given by Erika Wagner- Programing & Outreach, and Amanda Fack- Youth Services.

### **B. Travel Report- None**

### **C. INPRS Discussion**

The checks and letters to resolve the INPRS issue are ready to be issued and mailed. Trustee Klein moved that registered letters should be mailed by the Library to the affected individuals, second by Trustee Marcinek, all were in favor.

Trustee Klein amended her motion to add that, the money be taken from the gift & memorial fund, second by Trustee Malloy-Rhee. All were in favor.

## **VIII. New Business**

### **A. Library Projects**

Julie held a meeting with representatives from Artic, Mitsubishi, Johnson Controls, and Trane. As a result of the meeting, she found that we had no maintenance in place for the controls portion of our HVAC system. Julie proposed we enter into a contract with Johnson Controls to cover the controls portion of the HVAC system. Trustee Kendall moved to approve the contract, second by Trustee Malloy-Rhee. All were in favor.

### **B. Approval of Annual Financial Report for 2019 and 2020**

Julie, Trustee Kendall and Business Manager Kate Lodovisi met & reviewed the financial reports. The reports are ready for an audit.

**C. Crown Point Community Library Endowment Fund Distribution**

Trustee Klein moved that we reinvest the distribution in our fund, second by Trustee McCarroll. All were in favor.

**D. Professional Travel (virtual)**

Trustee Anderson moved to approve the professional travel. Second by Trustee Malloy-Rhee, all were in favor.

**IX. Acknowledgements**

- A. Monetary donation from Marshall Anderson
- B. Monetary donation through the Crown Point Community Foundation from the following funds:
  - Bob & Pat Turner Library Endowment Fund
  - George & Laura Wild Endowment Fund
  - Vada Pinter Endowment Fund

**X. Public Comments- None**

- XI. Adjournment-** President Schuster asked for a motion to adjourn. Trustee Malloy-Rhee moved to adjourn the meeting at 6:31 p.m. Second by Trustee Klein, all were in favor.

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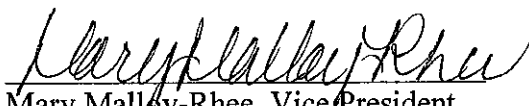
Respectfully submitted,



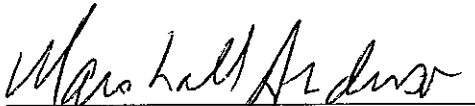
Patrick A. Schuster, President



Fiona McCarroll

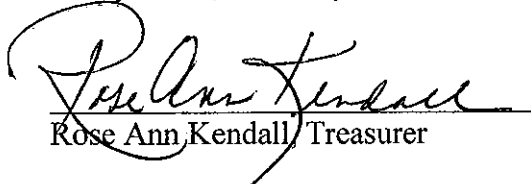


Mary Malloy-Rhee, Vice President



Marshall Anderson

Vicky Klein, Secretary



Rose Ann Kendall, Treasurer

Russ Marcinek