

Kendallville Public Library
Board of Trustees
Meeting Minutes
May 10, 2016
Large Meeting Room
Limberlost Branch

Board Present:

Kemuel Prince, President

Jennifer Wells

Ray Scott-Vice President

Brandi Hicks

Linda Routsong, Secretary

Jo Drudge, Treasurer

Don Ramsey

Others Present:

Katie Mullins

Janice DeLong

Bridgett Coe

Dennis Nartker-Kendallville News-Sun

Board Absent:

Evelyn Argueta, Teen on Board

- I. **Call to Order:** Kemuel Prince called the meeting to order at 6:00 P.M.
- II. **Public Forum:** No one from the public spoke at the public forum.
- III. **Consideration of approval of board minutes from April 12, 2016:** Ray Scott made a motion to approve the April 12, 2016 board minutes. Don Ramsey seconded the motion and the motion passed.
- IV. **Report of Librarian:**
 - A. **Monthly reports:** The monthly statistical report is available online.
 - B. **Employee report:** The library will be closed half a day for staff in-service on May 20th. Dawn Ihrie and Jill Jollief will be leaving the library for personal reasons. Michelle Herron and Kim Rhodes have been hired to fill the opened positions at the circulation desk. Marie Kaufmann, Teen Services Manager, organized a successful 17th annual Kleiman Creative Writing Contest. There were 415 books entered in this year's contest and 355 young authors and their family members attended the banquet. The library is participating in the JAG program this year and will be partnering with Bright Point, Work One and the East Noble High School to provide an internship opportunity for a Vanessa Bonilla, ENHS senior, at the library during the summer.
- V. **Finances:**
 - A. **Consideration of payment of bills:** Linda Routsong moved that bills in the amount of \$100,592.29 be paid. Jo Drudge seconded the motion and the motion passed. Janice

DeLong reported that The Friends of The Kendallville Public Library sponsored the Kleiman Writing contest by purchasing supplies for the banquet for a little over \$1,500.00. The Kroger Community Rewards donations for the last quarter was in the amount of \$545.10. Donations of \$2,360.00 in READ donations were received since the April Board Meeting. \$31.45 was received from Planet Green, which is a recycling program for used toner cartridges and old cell phones. Beth Munk started participating in the recycling program to earn extra money for children's programming.

- B. Building Updates:** New windows were installed at the Limberlost Branch, paid for by the Dekko Foundation Grant. The handicap door is now fully functional between the library and the staff work area at the Kendallville building.

VI. New Business:

- A. Officer Nominations:** The officer nominations are as follows: President-Kemuel Prince, Vice President-Ray Scott, Secretary-Linda Routsong, Treasurer-Jo Drudge.
- B. Election of Officers:** Ray Scott made a motion to elect Kemuel Prince as President for the Kendallville Library Board. Linda Routsong seconded the motion and the motion passed. Jo Drudge made a motion to elect Ray Scott as Vice President. Jennifer Wells seconded the motion and the motion passed. Jennifer Wells made a motion to elect Linda Routsong as Secretary. Don Ramsey seconded the motion and the motion passed. Don Ramsey made a motion to elect Jo Drudge as Treasurer. Linda Routsong seconded the motion and the motion passed.

VII. Unfinished Business:

- A. Branch Tour:** Katie Mullins walked the board members on a tour of the Limberlost Branch. She talked about the upcoming renovation and wanting to reorganize the space for better use and encouraged the board for any comments or ideas they may have.
- B. Miscellaneous:** Ray Scott reported the last legislative meeting went very well and the committee will not have a forum again until September 24th. Jennifer Wells expressed concern with the crumbling side walk in front of the Kendallville building.

- VIII. Adjournment:** Ray Scott made a motion to adjourn the board meeting at 6:33 P.M. Linda Routsong seconded the motion and the motion passed.

Submitted by Linda Routsong