I. **Call to Order:** Ray Scott 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 March 13, 2018:** Don Ramsey made a motion to approve the board minutes from March 13, 2018. Deb Blaine seconded the motion and the motion passed.

IV. **Report of Librarian:** Staff in-service day on the 20th will include QPR training, customer service, and information on how the staff can “unleash their inner marketer.” The library now has a Science Central pass allowing two adults (from the same address) and six children free admission for a day. Kim Angell’s last day will be April 19th and Jill Dunkel will be starting April 26th as Operations Manager.

V. **Finances:**
   A. **Quarterly Financial Report:** Janice DeLong reported at the end of the 1st quarter of 2018 the budget has a remaining seventy-six percent balance. Comparing first quarter of 2018 to the first quarter of 2017 shows no major changes. The revenue was also very similar comparing the quarters other than receiving $1,185.00 more in interest this year. Donations made in the first quarter totaled $9,412.00 which included memorials,
B. **Consideration of payment of bills:** Linda Routsong moved that bills in the amount of $115,650.63 be paid. Brandi Hicks seconded the motion and the motion passed. Deb Blaine abstained from the vote.

C. **Building Updates:** The gutter on the west side of the building overflows during down pours. Janice DeLong has talked to a couple of contractors who had different ideas of repair. She will look into this issue a little further before making a decision on how to repair.

VI. **New Business:**

A. **Expiring Board Terms:** Jennifer Wells's board term will be expiring soon and she is considering her options of renewing another term. If Jennifer does not renew her term two others have expressed interest in serving on the board, and those applications would be presented to the County Council for consideration.

B. **Nominating committee:** Linda Routsong and Brandi Hicks volunteered to be on the nominating committee.

C. **Patron Expectations:** Katie Mullins sought input from the board about barriers to service and patron expectations, planning to continue the conversation with the staff at the In-Service. The board would like to see the staff be more aware of the patrons around them and make sure they are greeted. The desk areas should be staffed for better service. They would like to see the area leading to the children’s area be more defined. They parking lot needs to be resealed soon. They would like to see more advertising at the high school on the announcements or the hall TVs. The board was very grateful for the clean appearance of the library.

VII. **Unfinished Business:**

A. **Kendallville Park Board:** The Kendallville Park Board would like someone from the Kendallville Library Board to serve on the park board.

B. **Limberlost Branch Renovation:** Katie Mullins passed out a plan on the renovations for the branch library.

VIII. **Miscellaneous:** Katie Mullins invited the board to attend the Kleiman Creative Writing Contest banquet.

IX. **Adjournment:** Don Ramsey made a motion to adjourn the board meeting at 7:23 P.M. Deb Blaine seconded the motion and the motion passed.

Submitted by Brandi Hicks.