

Kendallville Public Library
Board of Trustees
Meeting Minutes
February 11, 2014
Meeting Room
Limberlost Public Library

Board Present:

Kemuel Prince, President
Jane Rhea, Vice President
Don Ramsey
Julia Nixon, Secretary
Jo Drudge, Treasurer
Ray Scott

Board Absent:

Linda Routsong

Others Present:

Katie Mullins
Janice DeLong
Jenna Anderson
Beth Munk
Bridgett Coe
Haley Downer
Zack Benedict

- 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 January 14, 2014: Don Ramsey moved to approve the January 14, 2014 board minutes. Jane Rhea seconded the motion, and the motion passed.
- IV. Report of Librarian:
 - A. Monthly reports: The monthly statistical report is available online.
 - B. Employee report: Mary Acosta, Barbara Parsons and Vickie Nichols have been hired to clean the Kendallville and Limberlost Public Libraries.
 - C. Miscellaneous: There has been an issue with ice on the stone pathway in front of the Limberlost Library. The patrons are using the stone pathway instead of the sidewalk to enter, and there is a concern that patrons may fall. The board would like the stone path removed and replaced with plants. The board discussed the snow pile at the entrance of the Kendallville Public Library. Janice DeLong will call the city for assistance in the removal of that snow .
- V. Finances:
 - A. Consideration of payment of bills: Jo Drudge moved that bills in the amount of \$106,748.78 to be paid. Julia Nixon seconded the motion, and the motion passed.

- B. Miscellaneous:
- VI. New Business:
 - A. Library logo: Jenna Anderson shared with the board the logos the library staff preferred. The staff chose the splash logo over the "L" logo by a vote of twelve to four. Don Ramsey moved to approve the splash logo. Ray Scott seconded the motion, and the motion passed. This logo will not be unveiled until the Centennial Celebration in September.
 - B. Salary classification: Julia Nixon moved to approve resolution 2014-04. Ray Scott seconded the motion, and the motion passed. (See attached.)
 - C. Stop signs at library driveways: The board discussed placing stop signs at the library entrances to prevent any accidents. Katie Mullins will contact Mike Yoder for right-of-way rules and regulations. The board also asked for clarification regarding whether the library, and not the city, could place these signs on residents' property. The signs would be available from the city of Kendallville per Scott Derby.
 - D. Emergency pay for staff: The board reviewed the policy for emergency pay. Staff will be paid emergency pay for the scheduled hours to be worked. Staff will not be paid for scheduled hours plus time worked. The library does not double-pay for this time.
 - E. Building project financing: Jane Rhea moved to approve \$593,574.00 for the building project total. Don Ramsey seconded the motion, and the motion passed.
 - F. Miscellaneous:
- VII. Unfinished Business:
 - A. Centennial Garden: Katie Mullins will contact the donor of the Dekko Flag Fund for approval to use monies for the Centennial Garden.
 - B. Director Selection Committee: Don Ramsey moved to approve the director selection committee, comprised of Kemuel Prince, Julia Nixon, Bridgett Coe, Janice DeLong, Doug Jansen, Tom Leedy, and Sue Emerson. Ray Scott seconded the motion, and the motion passed. The deadline for applications is February 28th.
 - C. Potential tax revenue loss: Katie Mullins reported the library could have a tax loss in the amount of \$164,479.00, if a bill under consideration in the Indiana legislature is passed. Julia Nixon moved that Katie draft a letter to Representative David Ober and Senator Sue Glick explaining the hardship this would cause the libraries of Indiana. Ray Scott seconded the motion, and the motion passed.
 - D. Change of meeting time: Ray Scott moved to change the start time for the library board meetings from 7:00 P.M. to 6:00 P.M. Julia Nixon seconded the motion, and the motion passed.
 - E. Miscellaneous: The Centennial Celebration will kick off with a birthday party on May 14 and continue with a mini golf gala and celebration in September. The next Centennial Celebration committee meeting will be held on February 13th.

VIII. Adjournment: Ray Scott moved to adjourn the board meeting at 8:00 P.M. Don Ramsey seconded the motion, and the motion passed.

Respectfully submitted,
Julia Nixon