

Kendallville Public Library  
Board of Trustees  
Meeting Minutes  
August 11, 2015  
Meeting Room  
Limberlost Public Library

Board Present:

Kemuel Prince, President  
Jennifer Wells  
Ray Scott-Vice President  
Brandi Hicks  
Linda Routsong, Secretary  
Jo Drudge, Treasurer

Others Present:

Katie Mullins  
Janice DeLong  
Jenna Anderson  
Dennis Nartker-Kendallville News-Sun  
Haley Downer

Board Absent:

Don Ramsey

- 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 July 14, 2015:** Jo Drudge made a motion to approve the July 14, 2015 board minutes. Jennifer Wells seconded the motion and the motion passed.
- IV. **Report of Librarian:**
  - A. **Monthly reports:** The monthly statistical report will be available online. Summer Reading ended at the end of July. Katie reported for the month of July there were 653 items requested by the Kendallville Public Library patrons from other Evergreen libraries and 4,897 year to date. Patrons from other Evergreen libraries have requested 817 items from Kendallville and 4,652 year to date. There were 969 items transported between Kendallville and Limberlost for the month of July and 5,146 items year to date. July's reference questions were 1,192 and year to date is 7,877. Meeting room usage was down this month with 299 uses and a total of 2,259 for year to date. Attendance was 2,597 for July and year to date is 19,469.
  - B. **Employee report:** Staff have been attending professional development meetings and have learned several interesting things. Jenna Anderson will be adding human interest video stories to our marketing plan. Beth Munk is working with the Park Department on a music garden.
  - C. **Miscellaneous:**

**V. Finances:**

- A. Consideration of payment of bills:** Linda Routsong moved that bills in the amount of \$108,107.09 be paid. Brandi Hicks seconded the motion and the motion passed.
- B. Building Updates:** The new computer area has been finished and is looking good. The maker space has been painted and cabinets will be moving in. The pillars at Kendallville have been stained by Kline's construction and we are waiting on a quote for new windows at Limberlost. The tree stumps at both locations should be removed shortly. Roto-Rooter did not find any clogged or crushed water pipes during inspection. The library is waiting for a written report of options to correct the water issue in the basement.
- C. Miscellaneous:**

**VI. New Business:**

- A. Approval for Publication of the 2016 Budget:** Jennifer Wells made a motion to approve the publication of the 2016 budget. Linda Routsong seconded the motion and the motion passed.
- B. Resolution for Indiana State Library Consortium for Public Library Internet Access 2016/2017:** Linda Routsong made a motion to approve the resolution for Indiana State Library Consortium 2016-2017 internet access. Jo Drudge seconded the motion and the motion passed.

**VII. Unfinished Business:**

- A. Legislative Forum:** Ray Scott reported twenty two people attended the legislative forum.
- B. Miscellaneous:** Katie Mullins reported that LEAP has dissolved and the library has taken over the Word Up program. The library has received \$10,000.00 in donations and have volunteers signing up to help support the program.

**VIII. Adjournment:** Jennifer Wells made a motion to adjourn the board meeting at 6:53 P.M. Linda Routsong seconded the motion and the motion passed.

Submitted by Linda Routsong.