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 December 9, 2014: Ray Scott made a motion to approve the December 9, 2014 board minutes. Don Ramsey seconded the motion and the motion passed.

IV. Report of Librarian:
   A. Statistical reports: The monthly statistical report is available online.
   B. Employee report: The KPL Foundation is donating over $23,000.00 for staff computers. Susan Fowler started January 5, she will be working in the adult services area in the genealogy room. The staff has been working on this year’s summer reading.
   C. Miscellaneous:

V. Finances:
   A. Facility updates: Janice DeLong reported that Koorsen will be updating Limberlost’s fire alarm system. TCS will be installing a cleaning system for the water pipes and Kendallville. ThyssenKrupp will be updating the elevator so patrons may use the down stairs after business hours.
   B. Consideration of payment of bills: Jo Drudge moved that bills in the amount of $422,262.32 for December 31, 2014 be paid. Linda Routsong seconded the motion and the motion passed. Jennifer Wells made a motion to approve the January 13, 2015 bills in the amount of $33,366.64. Don Ramsey seconded the motion and the motion passed.
   C. Encumbrances: Linda Routsong made a motion to approve resolution 2015-03. Don Ramsey seconded the motion and the motion passed. Janice DeLong reported the
encumbrances will cover the facility updates, materials, makerspace items and the final cost of the building project.

D. **Transfers:** Ray Scott made a motion to approve resolution 2015-01. Linda Routsong seconded the motion and the motion passed. Jennifer Wells made a motion to approve resolution 2015-02. Jo Drudge seconded the motion and the motion passed.

E. **Board of Finance:** The Board of Finance was called to order at 6:32 P.M.

1. **Election of officers:** Ray Scott made a motion Linda Routsong should be elected as President and Don Ramsey elected as Secretary. Jennifer Wells seconded the motion and the motion passed.

2. **Investment Report:** The library has three CD's at this time: Kleiman $20,000.00, Unemployment fund $23,998.70 and the Souder account in the amount of $14,122.86.

3. **Publishing legal notices:** Linda Routsong made a motion to publish legal notices with the Albion New Era and KPC Media Group. Don Ramsey seconded the motion and the motion passed.

4. **Depositories:** Jennifer made a motion to use Lake City, People’s Federal and Campbell & Fetter Bank as the libraries depositories. Jo Drudge seconded the motion and the motion passed.

5. **Board of Finance Adjournment:** The Board of Finance adjourned at 6:42 P.M.

F. **Advance payment authorization:** Jennifer Wells made a motion to approve resolution 2015-04. Don Ramsey seconded the motion and the motion passed.

G. **Advance Draw:** Don Ramsey made a motion to approve resolution 2015-05. Linda Routsong seconded the motion and the motion passed.

H. **Miscellaneous:** There were no PLAC cards sold the 4th quarter of 2014.

VI. **New Business:**

A. **Lower level open house on 2-23-15:** The open house will be held on February 23 from six to eight P.M. Mindy Patterson will be displaying new art work in the gallery for the event.

B. **Miscellaneous:** Jo Drudge has noticed cars speeding in the parking lot and would like signs cautioning drivers to watch for pedestrians.

VII. **Unfinished Business:**

A. **Makerspace committee:** Jenna Anderson explained about the new makerspace that will eventually be located in the computer lab and the computers will relocate in the café’ area. The committee has named the makerspace area The Cortex and the slogan will be "Devise. Design. Discover."

B. **Miscellaneous:** Ray Scott questioned if the library would be receiving a teen for the Teen on Board program. Katie Mullins reported the library would not be receiving a teen for this school year. Katie is working on the mounting of the Dekko plaque.

VIII. **Adjournment:** Jennifer Wells made a motion to adjourn the board meeting at 7:20 P.M. Linda Routsong seconded the motion and the motion passed.

Submitted by Linda Routsong.