

Kendallville Public Library
Board of Trustees
Meeting Minutes
April 14, 2015
Meeting Rooms 1 and 2
Kendallville Public Library

Board Present:

Kemuel Prince, President
Ray Scott
Don Ramsey
Julia Nixon, Vice President
Linda Routsong
Jo Drudge, Treasurer

Others Present:

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

Board Absent:

Jennifer Wells

- 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 March 10, 2015:** Ray Scott made a motion to approve the March 10, 2015 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 Kleiman Creative Writing Contest banquet will be held on April 30th at 6:00 P.M. The library has received over \$2,200.00 in READ donations. Katie has purchased charge stations for electronics and they will be located at several areas in the library.
 - C. **Miscellaneous:**
- V. **Finances:**
 - A. **Consideration of payment of bills:** Linda Routsong moved that bills in the amount of \$142,768.03 be paid. Julia Nixon seconded the motion and the motion passed.
 - B. **Facility Updates:** Janice reported the meeting rooms will be painted before the ILF Conference and the men's restroom floor will be replaced.
- VI. **New Business:**
 - A. **Board member application:** The library has received an application from Brandi Hicks. Katie will attend the next School Board meeting to request Julia Nixon's replacement. June would be the first month for the new board member to attend.

- B. Appointment of nominating committee:** Jo Drudge and Julia Nixon volunteered to be on the nominating committee.
 - C. Staff surveys:** Katie will rework the questions for the staff survey and will present to the board next month.
- VII. Unfinished Business:**
 - A. Appointment to the Foundation for the Kendallville Library:** The library will need to appoint a board member to the Kendallville Library Foundation since Julia Nixon will be leaving.
 - B. Miscellaneous:** Julia Nixon requested Katie to see who owns the doctor's office to the North of the library. She would like to request the owner to remove the dead tree from the property. LEAP has started to move their materials into the building. Ray Scott mentioned the sidewalk was looking a little rough and Katie could talk to the city for information on sidewalk codes. The Park Department will need a helping hand on May 9th with the play ground equipment.
- VIII. Adjournment:** Ray Scott made a motion to adjourn the board meeting at 7:05 P.M. Don Ramsey seconded the motion and the motion passed.

Submitted by Linda Routsong.