

Kendallville Public Library
Board of Trustees
Meeting Minutes
September 13, 2016 6:00 P.M.
Meeting Rooms 1 & 2
Kendallville Public Library

Board Present:
Kemuel Prince, President
Don Ramsey
Ray Scott-Vice President
Brandi Hicks

Others Present:
Katie Mullins
Janice DeLong
Jenna Anderson
Leah Dresser

Board Absent:
Jennifer Wells
Linda Routsong
Jo Drudge
Evelyn Argueta, Teen on Board

- 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. **Public Budget Hearing:** Public budget hearing was called to order at 6:01 P.M.
- IV. **Consideration of approval of board minutes from August 9, 2016:** Don Ramsey made a motion to approve the August 9, 2016 board minutes. Brandi Hicks seconded the motion and the motion was passed.
- V. **Report of Librarian:**
 - A. **Monthly reports:** The monthly statistical report is available online.
 - B. **Employee report:** Katie Mullins reported Kim Angell was hired as a Children's Assistant. Katie will be interviewing at the Limberlost Branch for two clerk positions. Mary Millus gave her resignation due to personal issues. The staff was trained on the new phone system at last week's training day. Janice DeLong will be celebrating her 25th anniversary on September 16.
- VI. **Finances:**
 - A. **Consideration of payment of bills:** Brandi Hicks moved that bills in the amount of \$145,710.43 be paid. Don Ramsey seconded the motion and the motion passed.
 - B. **Building Updates:** Curb Appeal has been hired to add stone to the landscape and reseed the east side of the library due to the drainage repairs. M&S will be coming back to resurface the new sidewalk. Janice DeLong will be meeting with TCS and Trane to discuss the life span of the chillers units.

VII. New Business:

- A. Leah Dresser, Adult Services Manager:** Leah Dresser has been with the library in the Children's Area for the last five years and has been promoted to Adult Services Manager. Leah shared what she sees as an exciting future for the Adult Department by explaining about the new materials being added to the collection, great new programming and how the collection will be displayed.
- B. Adventure Walk:** Jenna Anderson met with the Kendallville and Rome City park boards recently to discuss the Adventure Walk project. The park departments and Jenna are hoping the stands will be in place by this fall. Rome City will have nine stands connecting Grant and Kelly parks. In Kendallville, 18 stands will be placed around the library and the west side of Bixler Lake Park. These stands have been donated by a local company.

VIII. Unfinished Business:

- A. Matt Brinkman, Region III-A follow up:** Ray Scott will follow up with Region III-A.
- B. Miscellaneous:** Linda Routsong has requested for a board member to replace her on the Kendallville Park Department Board. Don Ramsey asked when the next Foundation meeting will be held. Katie responded the meeting will be held in November.

- IX. Adjournment:** Ray Scott made a motion to adjourn the board meeting at 6:55 P.M. Don Ramsey seconded the motion and the motion passed.

Submitted by Ray Scott.