

Kendallville Public Library
Board of Trustees
Meeting Minutes
April 11, 2017 6:00 pm
Meeting Rooms 1 & 2
Kendallville Public Library

Board Present:

Kemuel Prince, President
Don Ramsey
Ray Scott-Vice President
Brandi Hicks
Linda Routsong, Secretary
Jo Drudge, Treasurer
Sahil Patel, Teen on Board

Others Present:

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

Board Absent:

- I. **Call to Order:** Kemuel Prince called the meeting to order at 6:03 P.M.
- II. **Public Forum:** Kevin Jansen, President of the Kendallville Park Board, invited a library board member to participate as a member on the park board.
- III. **Consideration of approval of board minutes from March 14, 2017:** Brandi Hicks made a motion to approve the March 14, 2017 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 Kendallville Public Library will be hosting the District 3 Conference on April 20th and Katie Mullins will be a guest speaker. The Limberlost Branch will be open all day on the 20th but the Kendallville location will open at 3:00 p.m. after the conference has ended. Katie announced the library ranked 14th in transits out of 111 libraries in the Evergreen system. The library system circulated 14,700 items. All four open positions have been filled: Caitlin Blair-circulation, Rebekah Davis-janitorial, Phyllis Newsome-Limberlost circulation and Marc Peterson-IT. The adventure stands will be finished by the next board meeting. The Kleiman Writing Contest has 250 books submitted and J. Scott Savage will be the guest speaker this year.
 - C. **Miscellaneous:**
- V. **Finances:**
 - A. **Consideration of payment of bills:** Jo Drudge moved that bills in the amount of \$83,726.06 be paid. Linda Routsong seconded the motion and the motion passed.
 - B. **Building Updates:** Kline's Construction has a list of items needing repaired and will be working on it this year. Ray Scott asked if we have received any information from Fetters Construction. Janice reported that the library is still waiting on a reply.
 - C. **Miscellaneous:**
- VI. **New Business:**

- A. **Evergreen Indiana Bylaws Amendment Ballot:** Don Ramsey made a motion to approve the new Evergreen Indiana Bylaws. Ray Scott seconded the motion and the motion passed.
 - B. **Quarterly Statistical Report:** Katie Mullins reviewed the first quarter statistical report. Jenna Anderson will be using a new e-mail feature called Select Reads to feature new material and what is happening at the library.
- VII. **Unfinished Business:**
- VIII. **Miscellaneous:** Linda Routsong's grandchildren visited the library over the weekend and thought it was a great library.
- IX. **Adjournment:** Ray Scott made a motion to adjourn the board meeting at 6:40 P.M. Don Ramsey seconded the motion and the motion passed.

Submitted by Linda Routsong.