I. **Call to Order:** Ray Scott 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 August 14, 2018:** Don Ramsey made a motion to approve the board minutes from September 11, 2018. Linda Routsong seconded the motion and the motion passed.

IV. **Report of Librarian:** Jill Griebel has requested a 4 week medical leave of absence, effective Tuesday, October 9, 2018 until Tuesday, November 6, 2018. The library continues to work with multiple community organizations to develop a collaborative community learning center. Operations Manager Jill Dunkel will be evaluating the current system in place to clean the Kendallville building and determine if an additional cleaning person will need to be hired. Jenna Anderson has been published in ALA’s Public Libraries magazine for our collaboration with the area schools.

V. **Finances:**
   
   A. **Transfers:** Jo Drudge made a motion to approve resolution 2018-07. Don Ramsey seconded the motion and the motion passed.
   
   B. **Consideration of payment of bills:** Linda Routsong moved that bills in the amount of $98,288.51 be paid. Don Ramsey seconded the motion and the motion passed.
C. **Quarterly Financial Report:** 25% of the budget remains so the library is within its spending limit for the year. The Supplies Category is higher than normal due to bags and cases required to circulate the new outdoor game collection. The new air units have caused the Capital Category to be higher than anticipated.

VI. **New Business:**

A. **Approval of 2019 Budget:** Brandi Hicks made a motion to approve resolution 2018-08 for the 2019 budget. Don Ramsey seconded the motion and the motion passed.

B. **2018 ARSL Conference:** Jenna Anderson, Leah Dresser and Katie Mullins attended the 2018 ARSL Conference in Springfield, IL September 12th-15th. This opportunity cultivated many ideas for collection development, internal & external customer services, and community outreach.

C. **Building Updates:** Kline Builders will be repairing gutters on the east and west sides of the Kendallville location to fix heavy water overflow when it rains. They will also be preparing a quote to possibly replace the carpet in The Cortex with vinyl flooring and installing a rope on the flag pole on the Limberlost campus.

VII. **Unfinished Business:** There was no unfinished business reported at this time.

VIII. **Adjournment:** Don Ramsey made a motion to adjourn the board meeting at 6:42 P.M. Linda Routsong seconded the motion and the motion passed.

Submitted by Brandi Hicks.