I. **Call to Order:** Linda Routsong is pro tem for Ray Scott. Linda Routsong 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 10, 2019:** Don Ramsey made a motion to approve the board minutes from December 10, 2019. Deb Blaine seconded the motion and the motion passed.

IV. **Report of Librarian:** The library will be transitioning to 2 new software platforms. Lending Key will be used to reserve the oversize games collection and Science Central pass. Communico will maintain room reservations, library programs, our website, digital signage, and our app. Jenna Anderson wrote an article on Conversational Marketing for the national publication *Marketing Library Services*. Katie Mullins shared some preliminary comparisons of the 2019 Evergreen Indiana Annual Report Statics in relation to 2018.

V. **Finances:**

A. **Consideration of payment of bills:** Don Ramsey made a motion to pay the bills dated December 31, 2019 for $99,123.46. Deb Blaine seconded the motion and the motion passed. Brandi Hicks made a motion to pay the bills for January for $46,762.78. Sam Zollman seconded the motion and the motion passed. Deb Blaine abstained from the January bills. Janice DeLong reviewed the 2019 budget.

B. **Transfers:** Deb Blaine made a motion to approve resolution 2020-01. Jo Drudge seconded the motion and the motion passed.

C. **Board of Finance:** Linda Routsong suspended the regular meeting and called the Board of Finance meeting to order at 6:25pm.
1. **Election of Officers:** Brandi Hicks made a motion that Linda Routsong be re-elected as president of the Board of Finance and Don Ramsey re-elected as secretary. Deb Blaine seconded the motion and the motion passed.

2. **Investment Report:** Linda Routsong reported that there is a currently a CD for the Kleiman Creative Writing Contest invested at Lake City Bank valued at $20,000. This money is to help fund The Kleiman Creative Writing Contest with the interest that is earned.

3. **Publishing Legal Notices:** Brandi Hicks made a motion for KPC News to continue publishing legal notices. Sam Zollman seconded the motion and the motion passed.

4. **Depositories:** Don Ramsey made a motion to approve Lake City Bank, Horizon Bank and Campbell & Fetter Bank as depositories. Jo Drudge seconded the motion and the motion passed.

5. **Adjournment:** Don Ramsey made a motion to adjourn The Board of Finance meeting at 6:29pm. Deb Blaine seconded the motion and the motion passed.

D. **Advance Draw:** Don Ramsey made a motion to approve resolution 2020-02. Sam Zollman seconded the motion and the motion passed. The regular board meeting was resumed.

E. **Advanced Payment of Bills:** Deb Blaine made a motion to pass resolution 2020-03. Sam Zollman seconded the motion and the motion passed.

VI. **New Business:**
   A. **Operations Manager:** Deb Blaine made a motion to approve a full-time Maintenance Manager position. Brandi Hicks seconded the motion and the motion passed.
   B. **Circulation Policy:** Don Ramsey made a motion to approve the updated version of the circulation policy as presented. Jo Drudge seconded the motion and the motion passed.

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

VIII. **Miscellaneous:** There were no miscellaneous items to discuss at this time.

IX. **Adjournment:** Don Ramsey made a motion to adjourn the board meeting at 7:03pm. Sam Zollman seconded the motion and the motion passed.

Submitted by Brandi Hicks.