Call to Order: Ray Scott called the meeting to order at 6:00 P.M.

Public Forum: No one from the public spoke at the public forum.

Consideration of approval of board minutes from October 9, 2018: Don Ramsey made a motion to approve the October 9, 2018 board minutes. Deb Blaine seconded the motion and the motion passed.

Report of Librarian: The Teen Department has hired Kelsey Haley as Teen Assistant and Angie Slentz, Children’s Assistant, will be leaving the Children’s Department. The library will be participating in the Lakeside Holidays event in Rome City on November 17th. The circulation of art prints and OverDrive materials has increased.

Finances:
A. Transfers: Brandi Hicks made a motion to approve transferring $1,240.84 to Supplies from Personal Services, resolution 2018-09. Don Ramsey seconded the motion and the motion passed.
B. Consideration of payment of bills: Deb Blaine moved that bills in the amount of $120,575.58 be paid. Don Ramsey seconded the motion and the motion passed.
C. Building Updates: Noble County Lawn Care has been hired for the lawn care at both library properties and snow removal at Kendallville campus only, with a one year contract. Stacy Schermerhorn and Penny Bloomfield will continue to remove snow from the Limberlost campus. An air handler went down at the Kendallville building and TCS is in the process of replacing it with a new one and will have the old one rebuilt for a spare.
VI. **New Business:**

A. **Limberlost Renovation Bids:** There was one bid received for the Limberlost renovation from Kline Builders, in the amount of $117,497.00. The board was a little concerned with the cost and discussed how the renovation was being funded. Katie Mullins explained there was some gift money for the renovation and the cost included an upgrade on bathrooms that was added since the board last discussed the project. Deb Blaine made a motion to proceed with the renovation as long as the cost was between ninety and a hundred thousand. Don Ramsey seconded the motion and the motion passed.

B. **Hardwood Public Innovators Lab:** Katie Mullins explained the Hardwood Public Innovators Lab. Brandi Hicks made a motion to approve resolution 2018-10. Deb Blaine seconded the motion and the motion passed.

C. **2019 Holiday Closings:** Don Ramsey made a motion to approve the 2019 holiday closings presented, with the adjustment that the library will be closed on Veteran’s Day. Columbus Day and Presidents Day will remain floating holidays for the staff. Brandi Hicks seconded the motion and the motion passed.

D. **Evergreen Web Client Opportunities:**
   1. **Auto Renewal:** Deb Blaine made a motion to approve opting-in for this new update for Evergreen starting January 2019. Brandi Hicks seconded the motion and the motion passed.
   2. **Hold Limit:** Brandi Hicks made a motion to approve the new hold limit, increasing the maximum number of holds from 20 to 30 items, starting January 2019. Don Ramsey seconded the motion and the motion passed.
   3. **Library Card Applications:** Brandi Hicks made a motion that all library card applications can be done online or completed via staff computer at the library, starting January 2019. Deb Blaine seconded the motion and the motion passed.

VII. **Unfinished Business:** Katie Mullins asked the board members to think about the library going fine free for adults since the library is already fine free for patrons who are eighteen and under. While many Department Heads are in favor of this move, the board requested staff input on this topic, Katie will bring this information to the December board meeting.

VIII. **Adjournment:** Don Ramsey made a motion to adjourn the board meeting at 7:15 P.M. Brandi Hicks seconded the motion and the motion passed.

Submitted by Brandi Hicks.