

Kendallville Public Library
Board of Trustees
Meeting Minutes
December 13, 2016
Meeting Room 1 & 2
Kendallville Public Library

Board Present:

Kemuel Prince, President
Jennifer Wells
Ray Scott-Vice President
Brandi Hicks
Jo Drudge, Treasurer
Sahil Patel, Teen on Board

Others Present:

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

Board Absent:

Linda Routsong, Secretary
Don Ramsey

- 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. **Consideration of approval of board minutes from November 15, 2016:** Brandi Hicks made a motion to approve the November 15, 2016 board minutes. Ray Scott seconded the motion and the motion passed.
- IV. **Report of Librarian:**
 - A. **Monthly reports:** The monthly statistical report is available online. The Kendallville Public Library Foundation is donating \$26,000.00 for the renovation of the Limberlost Branch Library. The Adventure Walk stands have been delivered. The Cortex 3-D printer has been loaned to North Side Elementary School in hopes to get the 3rd-5th graders interested. There will be make and take stations available for the next few months located in the Cortex. The weather closing policy will be on the January agenda.
- V. **Finances:**
 - A. **Consideration of payment of bill:** Jennifer Wells motioned that bills in the amount of \$331,335.02 be paid. Jo Drudge seconded the motion and the motion passed. The matching grant for the Flag Fund from the Noble County Community Foundation was met. The adult matching grant is very close to being met as well. The budget is looking great this month.
 - B. **Building Updates:** Kline Builders did an annual check of the roof area and cleaned the gutters. Ronnie Kline noticed the roof had some rust marks about an inch long. Feters

Construction has been called and we are waiting for a response. Curb Appeal was contacted to move the large piles of snow to the extra lot on the north side of the building.

VI. New Business:

A. Computer and Internet Policy: Ray Scott made a motion to approve the computer and internet policy. Brandi Hicks seconded the motion and the motion passed.

B. One-Time Pay Adjustment Resolution: The board will have an executive meeting to discuss salaries on December 19th at 6:00 P.M. followed by a public meeting at 6:45P.M.

VII. Unfinished Business:

A. Materiality Threshold: Jennifer Wells made a motion to approve resolution 2016-11. Jo Drudge seconded the motion and the motion passed.

B. Miscellaneous:

VIII. Adjournment: Ray Scott made a motion to adjourn the board meeting at 6:36 P.M. Brandi Hicks seconded the motion and the motion passed.

Submitted by Ray Scott.