

Kendallville Public Library  
Board of Trustees  
Meeting Minutes  
April 8, 2014  
Meeting Rooms 1 and 2  
Kendallville Public Library

Board Present:

Kemuel Prince, President  
Jane Rhea, Vice President  
Don Ramsey  
Julia Nixon, Secretary  
Linda Routsong  
Jo Drudge, Treasurer  
Ray Scott

Board Absent:

Others Present:

Katie Mullins  
Janice DeLong  
Dennis Nartker-Kendallville News-Sun  
Jenna Anderson  
Beth Munk  
Anita Brown  
Clay Housholder  
Haley Downer  
Jim Nixon

- 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 minutes: Jo Drudge moved to approve the March 11, 2014 board minutes. Don Ramsey seconded the motion, and the motion passed. Don Ramsey moved to approve the March 26, 2014 board minutes. Linda Routsong seconded the motion, and the motion passed.
- IV. Report of Librarian:
  - A. Monthly reports: The monthly statistical report is available online.
  - B. Employee report: Reagan Smith will be retiring at the end of June.
  - C. Miscellaneous: The Kleiman Creative Writing Contest banquet will be held on April 24<sup>th</sup>. This month the library is pleased to announce there were 2788 volunteer hours recorded for the last year.
- V. Finances:

- A. Consideration of payment of bills: Julia Nixon moved that bills in the amount of \$99,693.53 be paid. Linda Routsong seconded the motion, and the motion passed.
- B. Miscellaneous: Momper was at Limberlost last Tuesday to insulate the attic. Janice DeLong believes this will fix the cold areas in the library and that icicles will no longer hang from the roof.

VI. New Business:

- A. Lawn maintenance and landscaping: Katie Mullins and Janice DeLong have spoken to Jim Pankop regarding the possibility that the Park Department will the library yard in exchange for the library assisting them with their printing needs. Jim Pankop will speak to the Park Board next week for approval. Claymiller's Lawn Service will be contacted for April services needed. Jane Rhea would like the snow blower stored outside the library due to the liability. Janice DeLong will check into a storage shed or possible making arrangements with the Park Department for mower and snow blower storage.
- B. Board member applications: Brandi Hicks, Carolyn Sue Mozena, Jennifer Wells and Jerry Kessler have submitted applications for the upcoming open seat on the library board. Deadline for submission of applications is Friday, April 18.
- C. Appointment to the Kendallville Park Board: Jane Rhea informed the board the Kendallville Park board appointee must be a member of the Kendallville Public Library Board.
- D. Miscellaneous: There were some questions about the Kendallville Public Library Foundation and how many Kendallville Library Board members must fill positions on their board. Doug Jansen will be invited to the June board meeting for discussion.

VII. Unfinished Business:

- A. Renovation report: The wage hearing will be held on Monday, April 21<sup>st</sup>, at the Albion courthouse.
- B. Director selection committee: Kemuel Prince reported the first meeting went well. The committee will meet again on April 15<sup>th</sup> at 6:00 in preparation for the director interviews.
- C. Appointment of nomination committee: Jane Rhea moved to elect the slate presented by the nominating committee: Kemuel Prince, President, Julia Nixon, Vice President, Linda Routsong, Secretary, and Jo Drudge, Treasurer. Don Ramsey seconded the motion, and the motion passed.
- D. Miscellaneous: Julia Nixon moved that Katie Mullins should inform Dr. Flenar that the library contact the city for help on the dead tree issue. Ray Scott seconded the motion, and the motion passed.

VIII. Adjournment: Ray Scott moved to adjourn the board meeting at 6:53 P.M. Don Ramsey seconded the motion, and the motion passed.

Respectfully submitted,  
Julia Nixon  
Secretary