

Kendallville Public Library
Board of Trustees
Meeting Minutes
November 14, 2017
Large Meeting Room
Limberlost Branch of Kendallville Public Library

Board Present:

Ray Scott, President
Jo Drudge, Treasurer
Linda Routsong, Vice President
Brandi Hicks, Secretary
Sahil Patel, Teen on Board
Jack Jansen, Teen on Board
Deb Blaine

Others Present:

Katie Mullins
Janice DeLong
Steve Garbacz-Kendallville News-Sun

Board Absent:

Jennifer Wells
Don Ramsey

- 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. **Welcome new Teen on Board & introductions:** The Kendallville Library Board introduced themselves and welcomed Jack Jansen.
- IV. **Consideration of approval of board minutes from October 10, 2017:** Brandi Hicks made a motion to approve the October 10, 2017 board minutes. Deb Blaine seconded the motion and the motion passed.
- V. **Report of Librarian:** Katie Mullins reminded the board to read the department reports to see what great things the library is doing. The board was reminded that the library will be closed next Thursday for Thanksgiving and will also be closed a half day for in service on December 8. The Greenwood Public Library visited to discuss the new topic driven system and Steuben will also becoming. Katie Mullins reported that Beth Munk was ask to participate in a shark tank committee with East Noble teachers. The Committee presented their idea to the East Noble School Board and won. Beth Munk and Jenna Anderson will be guest speakers at the ILF conference. The kid's department is having their mascot contest for the second year and Katie encouraged the board members to vote for their favorite. Katie explained, once the mascot was chosen the photo would be sent to a toy company

and a stuffed animal would be made. The library will award the winner with his or her own smaller stuffed animal that matches the library's larger version.

VI. Finances:

- A. Consideration of payment of bills:** Deb Blaine moved that bills in the amount of \$121,376.79 be paid. Linda Routsong seconded the motion and the motion passed. Janice DeLong reported there is 23% of the budget left for the last quarter of 2017 and everything is looking good.
- B. Building Updates:** Janice DeLong reported that she had spoken to John Blume from AEP again about the power issue. John explained that animals will cause a power issue by touching both power lines at the same time causing a flicker in power. AEP has equipment set up to record the power lines coming into the building at this time. Kline Builders confirmed that the new roof for Limberlost will be started shortly and the Kendallville repairs will also start since supplies have been replaced from the fire at Kline Builders' storage garage.

VII. New Business:

- A. Emergency Closing Policy-review:** The emergency closing policy was tabled until next board meeting.
- B. 2018 Holiday Closing:** Deb Blaine made a motion to approve a full day of in-service in the spring and to be open on President's and Veterans Day. The staff will receive these days as floating holidays. Jo Drudge seconded the motion and the motion passed.

VIII. Unfinished Business: There was no unfinished business to report.

- IX. Adjournment:** Deb Blaine made a motion to adjourn the board meeting at 7:01P.M. Linda Routsong seconded the motion and the motion passed.

Submitted by Brandi Hicks.