

The Monticello Union Township Public Library Board of Trustees met in the Library Conference Room on May 11, 2015, at 7:00 p.m. in regular session. Board members present were: Art Morgan, Frank Walker, Emily Thacker, and Kathy Henney. Joe Weiss, Eric Pampel, and Tom Herman were absent.

Approval of Agenda - President Art Morgan called the meeting to order. Monica asked to move the Tam Estate Report prior to the business meeting in order to allow Jerry Altman and Leslie Goss time to address the board. Frank moved to approve the agenda as revised. It was seconded and the motion carried.

Tam Estate Report – Jerry Altman, Attorney at Law, shared information about Bradley K. Tam, lifelong White County resident, and his vision *to make life better for others*. Mr. Tam left over \$100,000 to MUTPL in his will. Leslie Goss, White County Community Foundation, talked to the board about the Lilly Endowment gift of \$500,000 in matching funds available until March of 2016. Accepting the Tam Estate gift through the White County Community Foundation would add a 10% match from the Lilly Endowment, thus adding over \$10,000 to Mr. Tam's gift. Frank moved that the board allow the Bradley K. Tam Estate gift to be given to the MUTPL Building and Grounds Endowment Fund via the White County Community Foundation. Emily seconded the motion and the motion carried.

Approval of Minutes - The April minutes were approved as presented as moved by Emily and seconded by Frank. Motion carried.

Business and Finance - April claims were approved as presented as moved by Kathy and seconded by Emily. Motion carried.

Director's Report – Monica Casanova

- **Personnel** – Bill Schlimme will begin as Adult Services Librarian on May 18. Evelyn Belcher is the new Circulation Clerk. An Evening Circulation Clerk is still needed.
- **Building** – McDonald's Mechanical repaired the solid light by the flag pole and the parking lot lights. They installed a ceiling projector in the program room, hung the AED cabinet and mounted two poster displays by the front entrance. McDonald's also completed spring preventative maintenance on the HVAC system.
- **Programming** – Music Americana with Dave Ehlert and an artwork exhibit by Terry Lacy, Don Nelson and Alan McDonnell were held in May. Each program drew 40-50 patrons. The Youth Services Department is completing a new office in the space formerly occupied by the children's story nook.
- **Publicity and Outreach** – Monica and Kathleen participated in the community Earth Day Celebration. Ashlee and Monica continue monthly WMRS announcements promoting library programs. Twin Lakes School Corporation administrators participated in storytime and a library tour.
- **Technology** – Scott replaced the circulation computer and monitor in the Youth Services Department. A laptop was added to the Youth Services Department and for Candace. Scott is working on a draft for the new Three Year Tech Plan which expires at the end of 2015.

Expansion Committee Report – Monica, Frank, and Eric serve on this committee.

- 1) What makes a successful petition? 20% of registered voters in a township must sign a petition in favor of allowing that township to be serviced by the MUTPL. This would allocate a portion of their tax dollars to support the library and allows residents full use of the library with no further fees. Fall election time is better than spring for a successful petition.
- 2) What is the assessed valuation of these townships? – The committee is looking into this question.

Endowment Committee – Monica, Kathy, Joe, Nina Dellinger, Ruth Davis, and Don Hanni serve on this committee. Lunch will be served to invited guests on Sunday, September 20 at the Lighthouse Lodge. Guests will learn how they can help be a part of MUTPL programs, services, and future expansion by giving their time and resources.

New Business

1. **Personnel Action** – Monica recommended hiring Evelyn Belcher as Circulation Clerk. Kathy moved to allow this hiring and Frank seconded the motion. The motion carried.
2. **Surplus List** – Monica presented a Surplus Inventory List which includes a TV, vertical files, fabric, a computer which no longer works, book spinners and rubber maid containers. Frank moved that we recycled these items or donate them to the Friends of the Library. Emily seconded the motion. The motion carried.
3. **Dress Policy** – Monica recommended changing the employee policy regarding personal appearance. (See attached).
4. **iPAD Staff Policy** – A new policy was added for Use of the Library Tech Equipment. (See attached). A motion was made and seconded to accept the Dress and iPad Policies as presented. The motion carried.

Announcement

1. **2014 Standards Compliance** – MUTPL was compliant for all standards in 2014.
2. **Summer Reading 2015** – Begins on June 8. The Children and Teen theme is *Every Hero Has a Story*. The adult theme is *Escape the Ordinary*.
3. **Broadway Art Show** – The 8th annual show will be held on July 24-26, 2015.
4. **The Art & Ale Biergarten** will again be part of the Saturday Art Show. The Manahans and their staff at The Scoreboard help with this.

Meeting was adjourned at 8:02 on a motion by Emily and second by Frank.