



## **February 11, 2019, Minutes of MUTPL Board of Trustees Meeting**

The Monticello Union Township Public Library Board of Trustees met in regular session on Monday, February 11, 2019, at 7 p.m. in the library conference room. Attending were board members Art Morgan, Tom Herman, Jo Piatt, and Emily Thacker, as well as Tina Emerick, director, and Sharon Bail, bookkeeper.

Approval of the Agenda – President Art Morgan called the meeting to order at 7 p.m. The board continued to follow the posted agenda with the understanding that the final New Business item on sound system improvements would be by phone presentation at the time of the call, wherever we were in the usual agenda order.

Approval of the Minutes – Emily Thacker moved to approve the minutes of the January 14, 2019, meeting as amended to clarify that Director Tina Emerick had cast the library's vote to maintain the current historian (Judy Baker) at the White County Historical Museum. Tom Herman seconded the motion which then carried.

Business and Finance – The board reviewed the report listing claims from January 11, 2019, through February 7, 2019. After some discussion on snow removal charges, frequency of service, and the destroyed speed bumps, Tom Herman moved to approve the claims as submitted. Emily Thacker seconded the motion. The motion carried.

Director's Report – Tina Emerick gave recaps of January happenings.

1. Building: The director summarized our Polar Vortex weather-related closings and efforts to assure that water pipes and the building did not suffer. She also reported that the library had provided hot drinks and light snacks for patrons during this cold stretch.
2. Speedbumps: A letter has been sent to Musall's about the speedbump destruction by their snowplow. If we do not hear from them, Tina Emerick will talk to our insurance company about recovery and how to proceed.
3. Meetings: Updates on meetings attended included:
  - A. Management – Work continues on the annual report and the policy manual
  - B. Staff
  - C. SOMA Board – SOMA presented the director with a certificate of appreciation for this year's contributions.
  - D. Health Coalition
  - E. ILF – This virtual advocacy meeting provided updates on concerns and statewide events relevant to libraries. One example for the

board to keep in mind is House Bill 1343 which would require a binding budget for libraries.

F. On January 4, 2019, Tina Emerick attended a ribbon cutting ceremony at CDC for their sensory room addition. MUTPL partners with CDC on programming and materials, hosting their regular visits for coloring time, laptop use, etc. The director complimented Adult Services Manager Candace Wells for her contributions in this cooperative effort.

4. Community Relations – The library welcomed the LEADS group, an off-shoot of the Chamber of Commerce made up of business owners and leaders who seek to support and promote the community in a variety of ways. Both Tina Emerick and Candace Wells provided a building tour and filled them in on our many services and resources. It was a very successful promotion of MUTPL. The eighteen (18) visitors were pleased and surprised at all we offer – two even got library cards while they were here!

Phone Presentation – Recommendation for Audio/Video Upgrade (See Agenda – New Business final item) – Purdue Professor Gavin Huston via phone talked the board through his recommendations for upgrading our audio/video system in the library programming room. Tina Emerick said the library has long been wanting to make such improvements and is trying to keep the price under \$10,000. Board members are asked to study and consider this information. This is a “down-the-road” project, a dream or wish, and Professor Huston has been consulting with us, evaluating what we have and suggesting what we may want or need to better serve our community.

He went through his two pages of findings and recommendations (Board members should see their own handouts for specifics.) for what he called a “very appropriate” yet “rather simplistic system” and answered all our questions before ending the phone call. Some discussion followed with Tina Emerick again citing the number of organizations that request using our program room as well as our own departments that would benefit from such improvements. (As a side note, Prof. Huston also suggested getting a sewing machine for public use, and the director has had requests for a typewriter to use.)

Old Business – As noted in the minutes from last month’s meeting, INDOT has requested purchasing a small section of our property across from the dental office for \$1,000 in order to update the sidewalk in that area to meet ADA regulations. Jo Piatt moved to authorize Director Tina Emerick to sign paperwork approving such sale to INDOT for \$1,000 for such purposes. Tom Herman seconded the motion, and the motion passed with no further discussion.

New Business – The board addressed two Executive Recommendations.

1. On a motion by Jo Piatt that was seconded by Emily Thacker, the board voted to approve payment of \$658.30 for needed processing materials (i.e. CD cases, labels, and repair supplies). NOTE: Most such purchases are for less than the \$500 amount that requires board action, but such smaller orders had not been made this time for various reasons, thus needing board approval for this larger order.
2. Emily Thacker moved to approve funding Tina Emerick's request for travel/workshop expenses for Library Day at the Statehouse on Tuesday, March 12, 2019. Jo Piatt seconded the motion, and the motion carried. (Frank Walker may also wish to attend this event.)

President's Comments – Board President Art Morgan had no additional comments or concerns to address.

There being no further business to come before the board, Emily Thacker moved to adjourn, and Tom Herman seconded the motion which passed with no discussion. The meeting adjourned at 8:02 p.m.