

The Monticello Union Township Public Library Board of Trustees met in the Library Conference Room on July 14, 2014 at 7 p.m. in regular session.

Board members present were: Art Morgan, Frank Walker, Eric Pampel, Tom Herman, and Kathy Henney. Joe Weis and Emily Thacker were absent.

Approval of Agenda

President Art Morgan called the meeting to order. He asked for a motion to amend the agenda in order to discuss the White County Community Foundation Endowment Fund under new business and add the 2015 Budget Preview under announcements. Tom moved and Frank seconded to allow these additions. Motion carried.

Approval of Minutes

The June minutes were approved as presented as moved by Tom and seconded by Eric. Motion carried.

Business and Finance

June claims were approved as presented as moved by Eric and seconded by Kathy. Motion carried.

Director's Report – Monica Casanova

- **Budget and Finance** – Monica and Sharon attended a two-day Computrain conference in South Bend.
- **Building** – McDonald's completed spring preventative maintenance. Shingles were replaced on the roof. Musall's completed spring clean-up.
- **Summer Reading Program** continues until July 18 with an increased numbers of patrons.
- **Grants** – the Indiana Arts Commission is funding the mural project in the amount of \$739. Zach Medler, along with 4-10 students, will complete the mural on July 25-27.
- **Broadway Art Show** – About 60 artists, 12 new, have been confirmed for the art show.

Old Business

Monica has received one complaint from a patron about the Art & Ale Biergarten to be held on the library lawn in conjunction with the Broadway Art Show on Saturday, July 26, 2014.

New Business

Personnel Action – Cindy Blank, full-time employee, and Lois Forester, part-time employee, have resigned as Youth Services Assistants. Monica is recommending Marie Brown for the full time position to begin July 28. Eric moved that we accept these resignations and new hire. Motion carried.

Early Closing – The library needs to close at 12:00 noon on Friday, July 25 in order to prepare for the Broadway Art Show opening at 5 p.m. Eric moved and Tom seconded to allow for this early closing. Motion carried.

Purchasing Policy Revision – See attached revision regarding purchases of less than \$50,000. Frank moved and Kathy seconded to accept these revisions. Motion carried.

Indiana Arts Commission Contract – A grant in the amount of \$739 from the Indiana Arts Commission in conjunction with the National Endowment for the Arts was received by the library. Requirements include MUTPL providing matching funds and accepting the grant agreement and all requirements. Tom moved and Kathy seconded to accept this grant and provide matching funds for the mural. Motion carried.

Scoreboard Contract – Scoreboard Enterprises, Inc. entered into a contract with MUTPL to provide a craft beer tasting garden known as the Art & Ale Biergarten on the library grounds from noon through 5:00 p.m. on July 26, 2014. Frank moved and Eric seconded that we accept this contract. Motion carried.

Sportsman Quote – Submitted a quote for \$520 for food for the Broadway Art show. Food costs in 2013 were \$495. Eric moved and Kathy seconded to accept this quote. Motion carried.

Paint Quote – Twin Lakes Painting LLC provided a quote to prep and paint all metal roof line trim and gutters for \$6,300. They would also power wash, prime and paint the porch ceiling for \$1,800. As no other quotes were received the board wished to table this item until next month. Eric moved and Frank seconded to table this item of new business.

Power Washing Quote – Mason Smith Painting presented a quote of \$600 to power wash the front sidewalks prior to the art show. Kathy moved and Eric seconded to accept this quote. Motion carried.

White County Community Foundation Endowment Fund for MUTPL – Current balances are as follows: Children's Service Fund - \$183,606 with \$7,899.12 in interest available now; Adult's Service Fund - \$27,513 with \$1,052 in interest available now; Buildings and Grounds - \$20,413 with no interest available yet as the fund is not matured. Kathy moved that we use the \$7,899.12 for the teen librarian salary and put the \$1,052 back into the Adult Fund. Frank seconded and the motion carried.

Announcements

Strategic Plan 2014 Mid-year Evaluation – Successes – Offsite Pre-K Early Lit Programs, increase participation in the Summer Reading Program, partner with daycares to distribute information, use all tech to market library early lit programs, weed collections, review journals and update materials, participate in community events to showcase the library, survey patrons to determine types of programs needed, and market the library at community functions. Yet to do – assess the library environment for safety and educational inspiration and poll parents/caregivers to rate children services. Will delete from plan – Create book discussion through online formats and create bibliographies.

Preview 2015 Budget – Sharon and Monica presented the 2015 proposed operating budget to be considered by board members in the total amount of \$537,714. This is a 2.7% or \$14,000 increase over 2014 budget amount available.

Update Board Member Contact Information

Adjournment

There being no further business, president Art Morgan asked for a motion to adjourn. Frank moved for adjournment and Eric seconded. Motion carried. Meeting was adjourned at 8:23 pm.