

The Monticello-Union Township Public Library Board of Trustees met on January 12, 2015, at 6:30 p.m. in the Conference Room of the MUTPL, 321 W. Broadway St, Monticello, IN 47960, for a Board of Finance Meeting. The purpose of the meeting was to elect officers for 2015.

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

Approval of Agenda - Emily move to approve the agenda and Eric seconded it. Motion carried.

Items- The following slate of officers was presented:

President, Art Morgan V Pres, Tom Herman Secretary, Kathy Henney Treasurer – Frank Walker
Joe moved to accept the slate of officers and Eric seconded it. Motion carried.

The Finance Meeting was adjourned as moved by Kathy and seconded by Eric. Motion carried.

The Monticello Union Township Public Library Board of Trustees met in the Library Conference Room on January 12, 2015, at 7 p.m. in regular session. Board members present were: Art Morgan, Frank Walker, Joe Weiss, Eric Pampel, Emily Thacker and Kathy Henney. Tom Herman was absent.

Approval of Agenda - President Art Morgan called the meeting to order and asked to add Short Term Disability Insurance to items. Frank moved that the agenda be approved as revised and Kathy seconded it. Motion carried.

Approval of Minutes - The December 30th minutes were approved as presented as moved by Emily and seconded by Eric. Motion carried.

Business and Finance – Year end claims were approved as presented as moved by Kathy and seconded by Frank. Motion carried.

Director's Report – Monica Casanova

- **Budget and Finance** – MUTPL received its second property tax draw of \$172,861.30. This combined with unexpended operating balance of 2014 gives the library enough to pay bills until the first property tax draw for 2015.
- **Building** – A circulating water pump was installed in the Children's restroom and sink in the story nook to prevent freezing.
- **Publicity and Outreach** – The Youth Services Department conducted 37 outreach visits during the month. Three patrons were served through the Adult Services Department outreach. They are reevaluating their Outreach program.
- **Program Highlights** – MUTPL hosted the 8th annual Murder Mystery Dinner Theater, making a profit of \$1300. Well done!
- **Fundraising** – MUTPL has received \$20,000 in donations since the appeal letters went out. \$10,000 was given to the White County Community Foundation to deposit into our Building & Grounds fund with an added \$1000 from the Lilly Foundation. The remaining \$10,000 will be used to purchase items listed in the appeal letter, such as receipt printers and a portable projector. Thank you to our donors.

Old Business – Sharon presented a Resolution to Transfer Funds within the Library Operating Fund in order to not have a negative balance in any line item for the year-end. \$51 was transferred from Legal Services to Copiers. Kathy moved to accept this resolution and Eric seconded it. Motion carried.

New Business

1. **Personnel Action** – Joyce Sharp submitted her resignation after 19 years with the library. Emily moved to accept her resignation and Eric seconded it. Motion carried.
2. **DVD Security Cases Purchase** – Monica requested the purchase of 100 DVD Security Cases from Gressco, Ltd at a cost of \$517.28. Joe moved to allow this purchase and Frank seconded. Motion carried.
3. **Rainy Day Resolution** – A Rainy Day Fund has been in existence for several years but Monica could not find a written resolution. (See attached Resolution) Discussion followed about using Operating Funds first and then turning to the Rainy Day Fund. Any expenditure in excess of \$500 from any account must have Board approval. Frank moved to accept the resolution as presented and Kathy seconded it. Motion carried.
4. **Expansion Committee** – Monica’s goal is for 100% of White County residents to have library service. Currently 25% of the people are unserved, though some townships do have a contract with a county library. Monica would like to establish a committee to explore expanding the Monticello Public Library district to include Liberty and Lincoln Townships. Discussion followed regarding more funds for the library, property tax ramifications, expanding service, and signing a petition during the 2016 election. Eric moved and Kathy seconded that Monica appoint a committee to study the possibility of expansion. Motion carried 4 to 1.

Items

1. **Board Trustee Training** – Is planned for Friday, January 16, 2015 from 10 to noon at the MUTPL Program Room.
2. **eRate Changes** – Monica presented a Draft of E-Rate Eligible Services List for Funding Year 2015. Some services are subject to a minus 20% phase down of support per year beginning this year. The following are no longer eligible for E-Rate Funding: wireless service, pagers, hosted email, web hosting. This will now cost the library \$2,000-\$3,000 per year. Category Two series will now be the focus for support through E-Rate for schools and libraries. This two-year pilot program will be based on square footage and focus on broadband access.
3. **Long Term and Short Term Disability Insurance** – Monica presented quotes from Madison National and Jay Spry to provide long and short term Disability Insurance for 13 library employees. She will revisit the total cost of the annual premiums and ask other local insurance agents for a quote.

Meeting was adjourned on a motion by Joe and second by Kathy at 8:13 p.m.

