

**The Monticello Union Township Public Library Board of Trustees met in the Library Conference Room on November 9, 2015, at 7:00 p.m. in regular session.** Board members present were: Art Morgan, Tom Herman, Frank Walker, Joe Weiss, Emily Thacker, and Kathy Henney.

**Approval of Agenda** - President Art Morgan called the meeting to order. He asked that the OMS report be moved to just before the Approval of the Minutes. Joe moved to accept this agenda revision and Frank seconded it. The motion carried.

**OMS Feasibility Report** – OMS representatives met with the public on October 29 regarding their wishes and desires for a library that will meet the needs of the community. Some other ideas included: Add a library cat, include a theater, reduce the non-fiction section, add a coffee shop or vending area, enlarge the gallery space for art display, include more parking, do something with the south lawn, include a quiet adult area, include a monitored area for teens, add tutoring for students, add a self-check out. Bob Hogue presented a revised Option 1. He asked for ideas for the south lawn area. The board expressed interest in some kind of enclosed outdoor reading area with hardscape, plants and benches. The board will continue to consider this matter.

**Approval of Minutes** - The October minutes were approved as presented as moved by Joe and seconded by Tom. The motion carried.

**Business and Finance** – October claims were approved as presented as moved by Emily and seconded by Kathy. The motion carried.

#### **Director's Report – Monica Casanova .**

- **Building** – McDonalds has completed preventative maintenance on the HVAC system, repaired an emergency exit sign, and replaced a broken thermostat.
- **Personnel/Board** – Monica is pursuing someone to serve on the board to replace Eric Pampel.
- **Programming** – The library celebrated Halloween with a joint (Adult & Youth Services) family Scare in the Library Program. Over 100 people participated.
- **Professional Development** – Monica attended the Fall Forum legislative session as well as a management day of training in Carmel. Monica and Ashlee Kirby attended the 2 ½ day Harwood Institute/ALA Transforming Libraries Public Innovators Lab in Detroit, MI. Most of this was covered by a scholarship.

#### **New Business**

1. **Personnel Actions** – Monica recommended permanent status for Bill Schlimme, Adult Services Librarian. He has been with MUTPL for 6 months. Joe moved to accept this recommendation and Tom seconded it. The motion carried.
2. **New Policy**- Monica presented a new policy entitled MUTPL Social Media Guidelines for Staff and MUTPL Social Media Policy. See attached. This includes a combination of several policies from other libraries. Joe moved to accept these new policies and Kathy seconded it. The motion carried.
3. **ENA Air Purchase Request**– Monica recommended switching to ENA to increase wifi from 4 access points to 5 and to include management and monitoring of equipment and usage. This is now done by Scott. The cost would be \$540 annually for the next 4 years beginning in July of 2016. Frank moved to approve this purchase and Kathy seconded it. The motion carried.
4. **Patron Reimbursement** - A patron paid for material that had previously been returned to the library. Monica recommended reimbursing the patron \$19.98. Joe moved to allow this reimbursement and Frank seconded it. The motion carried.

## **Announcements**

- **2015 Strategic Plan & Tech Plan Check-point** was distributed by Monica. Most goals were met.
- **Community Conversation** – Monica handed out papers for board members to fill out regarding our aspirations for the community, challenges in reaching these aspirations, and changes needed to reach these aspirations. Board members will bring these next time for discussion.

**There being no other business before the board, President Art Morgan asked for a motion to adjourn. Kathy moved and Emily seconded for adjournment. The meeting was adjourned at 8:18 p.m.**