

The Monticello Union Township Public Library Board of Trustees met in regular session on Monday, February 13, 2017, at 7:00 p.m. in the library program room. Board members present were: Art Morgan, Tom Herman, Frank Walker, Valerie Carson, Emily Thacker, Lilly Bouwkamp and Kathy Henney.

Approval of Agenda - President Art Morgan called the meeting to order. Art asked to move the OMS report to the beginning of the meeting and Monica asked to add a Bank Resolution to New Business. Frank moved to accept these changes and Emily seconded it. The motion carried.

OMS Update on Library Renovation – MUTPL needs County Council approval to move forward with the proposed \$2,000,000 renovation. A public notice will then be posted and if no more than 5% of voters oppose, we can move forward. Discussion followed regarding meeting with the County Council and asking community members to join in that meeting. Matt will break out building system needs to 0 -age in order to report this to the Council. Board members prioritized renovations areas as teen area, technology, meeting space, circulation and lay- out, and the Market Place. We plan to meet with the County Council at their April board meeting, the 3rd Monday at 10 a.m.

Approval of Minutes – Kathy moved to accept the January minutes as presented and Emily seconded the motion. Motion carried.

Business and Finance –January claims were approved as presented as moved by Tom and seconded by Frank. The motion carried.

Director's Report

- **Budget and Finance** – Monica noted that we have spent 10% of our yearly budget as a result of renewing annual subscriptions at the beginning of the year.
- **Programming** – The Murder Mystery Dinner Theater had to cancel their third performance due to lack of ticket sales. Bill Schlimme, Adult Services Director suggests having it earlier in the year and offering two performances.

New Business

1. **Personnel Action** – Elaine Brandt will resign after 22 years of service on March 30, 2017. Lilly moved to accept her resignation and Valerie seconded it. The motion carried.
2. **Surplus List** – Frank moved to dispose of or give to the Friends of the Library the following items: hamster cage, KitchenAid mixer, fax machine, portable sound system and several child chairs. Kathy seconded the motion and it carried.
3. **Policy Change** – Monica recommended that employees may now use personal business or sick leave in .25 hour increments. Valerie moved to accept these policy changes and Lilly seconded the motion. Motion carried.
4. **Non Resident Fees** – The non- resident library fee will remain at \$60 per year.
5. **Library Service Contracts** – Monica asked permission to be allowed to negotiate the amount that unserved townships agree to pay per resident requesting a library card. Valerie moved to allow this and Frank seconded the motion. Motion carried.

6. **Salary Ordinance Adjustment-** Monica recommended giving a one-time bonus of \$500 to our three library employees with over 20 years of service. Lilly moved to allow for this bonus of \$500 + the .0765% for FICA. Valerie seconded and the motion carried.
7. **Bank Resolution** – Monica and Sharon asked to update the names of people signing checks. It will now be Monica, Director and Sharon, Bookkeeper. Motion carried.

Items

Annual Report – From the Indiana State Library was distributed

Comments – Board member Valerie Carson commented on the popularity of our Children/ Teen Department programming. Over 90 teens attended the most recent Teen Thursday and 44 attended the cooking class.

There being no other business before the board, President Art Morgan asked for a motion to adjourn. Tom moved to adjourn and Valerie seconded the motion. Motion carried and the meeting was adjourned.

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