

The Monticello Union Township Public Library Board of Trustees met in regular session on Monday, March 12, 2018, at 7:00pm in the library conference room. Board members present were: Art Morgan, Lily Bouwkamp, Valerie Carson, Tom Herman, Frank Walker, Jo Piatt, and Emily Thacker. Also in attendance were Sharon Bail, bookkeeper and Tina Emerick, Director.

Approval of Agenda – President Art Morgan called the meeting to order at 7:01 pm. The agenda was amended to include a discussion on the Honey Creek Township contract. Tom Herman moved to approve the agenda with the amendment and Emily Thacker seconded the motion. The motion carried.

Approval of Minutes – Frank Walker moved to accept the February 12, 2018, minutes as presented. Emily Thacker seconded the motion. The motion carried.

Business and Finance – February 9, 2018, through March 8, 2018, claims were approved as presented as moved by Lily Bouwkamp. Valerie Carson seconded the motion. The motion carried.

Director's Report

- **Heating Units**—Additional and persistent issues were addressed again this month by McDonald's. Tina Emerick will continue to research bid requests to address long term issues.
- **Leak in the Ceiling**—A leak by the Friends of the Library book sale book case has resurfaced.. Immediate needs were addressed by staff. Tina Emerick is exploring options for long-term repair.
- **Staffing Updates**—Tina Emerick updated the board on several staffing issues to include:
 - The hiring of Debra Newlin for part-time Youth Services Clerk
 - The resignation submission of Anne Marie Everhart as Youth Services Clerk
 - The hiring of Tina Ward for part-time Publicity and Programming Assistant
- **Friends of the Library**—Tina Emerick reported that she attended the last Friends meeting. The Friends are requesting that the library give more detailed information regarding the utilization of the funds they donate to the library. Tina Emerick will fulfill this request going forward when purchases through the gift fund from the Friends of the Library club is used.
- **Meetings Attended**—Tina Emerick reported on the different community and professional meetings she attending during the month.
- **Park's Department**—Tina Emerick met with Cindy Isom from the Park's Department. She shared what was discussed during this meeting. The library and the Park's Department are working on collaborating on the following programs this summer:
 - Storytelling in Altherr Nature Park
 - Farmer's Market POP Program

- **Library Day at the Statehouse**—Tina Emerick had the opportunity to attend this event on February 20, 2018, where issues related to the township bill and internet accessibility were discussed and explored with Brian Buchanan and Don Lehe.
- **Community Events**—Tina Emerick reported on library staff attendance to several community events to include:
 - Women Giving Together
 - United Way Awards Dinner
- **Long Range Plans (2018-2022)**—Tina Emerick reported that Long Range plans were submitted to the State for approval and have been accepted.
- **Annual Report**—Tina Emerick reported that the annual report has been submitted but has not yet received approval.

New Business

1. **Board of Trustee Bylaws**—Section 2.1, Board Bylaws, in the Monticello-Union Township Public Library Policy Book were approved as presented as moved by Jo Piatt, seconded by Emily Thacker. The motion carried.
2. **Personnel Action**—Motion was made by Frank Walker to approve Tina Emerick for full time status as Director of the Monticello Union Township Public Library. Motion was seconded by Tom Herman. The motion carried.
3. **Personnel Action**—Motion was made by Lily Bouwkamp to accept the resignation of Anne Marie Everhart and the appointments of Debra Newlin and Tina Ward. Motion was seconded by Emily Thacker. The motion carried.
4. **Honey Creek Township Contract**—Motion was made by Valerie Carson to approve the contract as presented, seconded by Tom Herman. The motion carried.

President's Comments

Board President Art Morgan extended a formal welcome to new board member Jo Piatt, recognizing and commending her commitment to serving her local community.

There being no other business before the board, President Art Morgan asked for a motion to adjourn. Emily Thacker moved to adjourn and Frank Walker seconded the motion. The motion carried and the meeting was adjourned at 7:42pm.

The next meeting will be Monday, April 9, 2018, at 7:00pm in the Conference Room.