

Gas City-Mill Township Public Library
Minutes of the Board of Directors Meeting

Approved on May 21, 2019

Call to Order:

The Gas City-Mill Township Public Library Board was called to order on May 21, 2019 at 6:35 PM by President Candace Eck in the library meeting room. In attendance were President Candace Eck, Vice President Carolyn Gaskin, Member Teresa Fratus, Member Mary Stultz, Secretary Theresa Leffler, Director Jessi Brown, and Assistant to the Director Karen Marvel. Absent were Treasurer April Dickey and Member Tim Luckey.

Minutes:

The minutes of the April 16, 2019 Board of Directors meeting were approved on a motion by M. Stultz and a second by C. Gaskin. The motion was unanimously approved.

Reading of the Treasurer's Report:

Director Jessi Brown presented the treasurer's report. See attached.

Approval of the Bills:

Claims numbering 138 to 172 were presented for approval. Claims 176-221 and 228 were payroll. On a motion by C. Gaskin and a second by T. Fratus, the claims were unanimously approved.

Report of the Librarian:

Director J. Brown presented the librarian's report. See attached.

Committee Reports:

No committee reports were heard.

Communications:

Director J. Brown read a letter from the State of Indiana that we are going to receive the LSTA Grant in the amount of \$8,000 to be used for a mobile computer lab. Sixteen laptop computers will be purchased.

Unfinished Business:

- a. Difference is You Conference
 1. Library Closure Date. The library be closed on September 13, 2019 for the entire staff to attend the conference. Motion was made by T. Fratus and a second by M. Stultz. The motion was unanimously approved.
- b. Roof Update.

1. President C. Eck reported that she spoke with Kevin Barrett and he will be starting repairs in June or July 2019. Due to rising costs of materials, Kevin would like to purchase the materials immediately. Kevin will give Director J. Brown the costs so that a check can be written.

New Business:

- a. Resolution.
 1. Electronic Funds Transfer. On a motion by C. Gaskin and a second by M. Stultz, the Resolution to Authorize Electronic Funds Transfer was unanimously approved.
- b. Staff Changes.
 1. Director J. Brown reported that Caroline Nurkkala's last day is July 12, 2019 and Assistant to the Director Karen Marvel is going to part-time and will be processing bookkeeping only.
- c. Budget.
 1. Focuses for 2020. Director J. Brown reported that her goals for 2019 are to have the roof repairs completed and that the power outlets in the floor are repaired.
 2. Director J. Brown reported that her goals for 2020 are bringing the building up to fire code. Invest in a new telephone system.
 3. Director J. Brown reported that her goals for 2021 ^{& beyond} are to repair the masonry on the front of the building, repave the parking lot, purchase a new microfilm machine, replace some carpeting, update the ADA door, update furnaces and update elevator.
- d. Other.
 1. Board reviewed Anthem Medical Plan and it will be renewed.
 2. Summer Reading program will allow all children's materials, except DVDs to be fine free. Adult fines will be waived if participant signs for reading program.

Public Input:

No members of the public gave input.

Adjournment:

On a motion by T. Fratus, the meeting was adjourned at 7:55 pm.

Theresa Leffler
Cardace Eck