

**FULTON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
February 13, 2023**

**CALL TO ORDER**

FCPL Board Treasurer Linda Wentzel called today's Board Meeting to order at 5:02 p.m. Present at the meeting were Trustees Emily Schouten, Raenae Overmyer, Linda Wentzel, Betty Martens, and Keith McGrew. Keith McGrew arrived late, so Linda Wentzel ran the meeting. Absent: Linda Erp and Rachel Arndt. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Amanda Gilbert, Cheryl McCullough, Deb Whistler, Philip Dilley, and Administrative Assistant Dustee Kelly. Attorney MacKenzie Breitenstein attended as well.

**APPROVAL OF MINUTES**

The January Board Meeting minutes were read and approved after a motion by Betty Martens. Emily Schouten seconded. Motion carried.

**APPROVAL OF FINANCES**

The finances were presented to the Board for review. Emily Schouten moved to approve the financials. Raenae Overmyer seconded. Motion carried.

**OLD BUSINESS**

**NEW BUSINESS**

**Maintenance Position**

Philip Dilley was introduced to the Board as the new maintenance person.

**Disposal List**

A disposal list was presented. Emily Schouten moved to dispose of the items on the list. Betty Martens seconded. Motion carried.

**Healthy Minds @ Work Program**

This is an app to reduce stress. It costs \$15 per employee for a year. Betty Martens moved to approve the Healthy Minds app. Emily Schouten seconded. Motion carried.

**Internet Policy**

The Board reviewed the Internet Policy. No changes were made.

**Internal Controls**

The Board needs to certify that all employees have taken the internal controls training. Emily Schouten moved to certify that all current employees have taken the internal controls training. Keith McGrew seconded. Motion carried.

**Meeting Room Policy**

The Board reviewed the Meeting Room Policy. In section 8, part D the word "recommended" should be changed to "required." Betty Martens moved to approve the policy with the noted revision. Keith McGrew seconded. Motion carried.

**Emergency Closing Policy**

The Board reviewed the Emergency Closing Policy. No changes were made.

**Long Range Plan**

Andrea is in contact with Rethinking Libraries to start the facility visioning process.

**DIRECTOR’S REPORT**

Andrea highlighted several items from her January report.

**OTHER BUSINESS**

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**ADJOURNMENT**

Linda Wentzel adjourned the meeting at 5:59 pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

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Keith McGrew

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Linda Wentzel

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Betty Martens

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Raenae Overmyer

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Linda Erp

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Rachel Arndt

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Emily Schouten

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**Next Board Meeting:**

Monday, March 13, 2023 at **5:00 p.m.** in Meeting Room B: Rochester, IN