

**Fulton County Public Library  
Board of Trustees Meeting  
December 10, 2012**

**Call to Order**

President Sandy Sawyer called the meeting to order at 4:00 p.m. Present at the meeting were board members Linda Erp, Rosa Metzger, Raenae Overmyer, and Bob Uhrich. Becky Williams and Jon Gaskill were present to represent the staff. Absent from the meeting were Leslie Walker and Rusty McGrew.

**Minutes**

The board reviewed the minutes from the November meeting. Linda Erp moved to accept the minutes as presented with Rosa Metzger giving her second. Motion carried.

**Financials**

Bob Uhrich moved to accept the payroll claims of \$43,844.87 and financial claims of \$78,388.65 with Linda Erp giving her second. The motion carried.

**Old Business**

The board voted on the officers for 2013. Sandy Sawyer will remain president, Linda Erp will be vice-president, Rosa Metzger will be secretary, and Bob Uhrich will continue as treasurer. Linda made a motion to accept this slate of officers and Rosa seconded. The motion passed.

The board discussed an end-of-year payroll adjustment. Bob Uhrich made a motion for a 2.5% adjustment for the staff based on their gross earnings for the year. Linda Erp seconded the motion and it was approved. The board also approved a 25 cent per hour raise across the board for all staff for 2013, beginning in 2013. Raenae Overmyer made the motion for the raise and Bob Uhrich seconded it.

**New Business**

The board discussed the possibility of the library closing early on Friday, Dec. 14 for the Christmas party. The party begins at 6:30 p.m. Linda Erp made a motion for the library to close at 5 p.m. and Rosa Metzger seconded it. The motion carried.

The board discussed with Becky and Jon the expense of taking classes for library credit. In the past the library has paid \$250 for a class, but this is only a fraction of the expense involved in taking classes. Presently a person can pay up to \$400 per hour of credit for classes. The board approved a resolution to reimburse employee's tuition expenses. The library will pay up to \$500 per class per semester if funds are available and if approved by the library director. Linda Erp made a motion to approve the resolution, which is retroactive for the 2012 year, and Raenae Overmyer seconded it. The motion passed.



The board discussed purchasing two new CD cabinets which would hold 500 CDs each. The cabinets cost \$3,339.98 plus shipping and handling. Bob Uhrich made a motion to purchase the cabinets and Linda Erp seconded it. The motion passed.

The board discussed putting a hanging grid in the grand hallway to lessen the noise. Dennis McKee of D and T Construction would do the buffer work for \$900 labor with \$400 worth of ¾" hollow steel rods. The grid would be approximately 40 ft. by 10 ft. Bob Uhrich made a motion to hang the wires and pay for the labor and Raenae seconded it. The motion was approved.

The board discussed purchasing a service which would allow patrons to download music. Free-gal (from Library Ideas) would charge \$7,500 for unlimited downloads for patrons. Free-gal uses the Sony music catalog for selections. Or we could get 3,750 downloads for \$3,000. The plan allows for three downloads per patron per week. Jon also discussed other music downloads like Boopsie, which adds more services for the patrons. Rosa Metzger made a motion to purchase the service and Linda Erp seconded it. The motion carried. Jon Gaskill said that 10% of the budget should be for electronic downloads.

Lettering on the outside of the building was discussed. Lettering for the FCPL has been placed on the building on the 7<sup>th</sup> Street by Pontiac Street. The board is looking for lettering for the Pontiac entrance.

The board also discussed the need for more newspaper advertising. With so many activities offered by the library, the library could purchase a ¼ page ad weekly for \$199 in the Sentinel. The size of the ad and the frequency of the ad were discussed. More information is needed for the board to make a decision.

Becky presented a list of items that need to be disposed. Linda Erp made a motion to dispose of these items and Bob Uhrich seconded it. The motion was approved.

Now that the library has E-readers for the patrons to check out, a policy is needed to handle this. Becky presented a sample policy for the board members to consider. No action was taken at this time.

Becky noted that more electrical outlets are needed in the cataloging area. The board said to go ahead and put them in.

Lynn Mishler, maintenance, will be retiring at the end of the year. The board wishes Lynn well in his retirement.

Because of extenuating circumstances, the board will allow Becky Williams and Dawn Grubbs to use their remaining vacation days in the new year. Bob Uhrich

made a motion to extend their vacation time and Rusty McGrew seconded it. The motion carried.

The board directed Becky Williams and Jon Gaskill to begin the interview process for the position of business manager after the tragic death of Leesa Sexton. Two names have been recommended for the position. Leesa will be greatly missed at FCPL.

No members of the public were present at this meeting.

**Adjournment**

The meeting adjourned at 5:55 p.m.

**The next board meeting is Monday, January 14<sup>th</sup> at 4:00 p.m. in the Indiana Room at the Fulton County Public Library, Rochester.**

Respectfully submitted,  
Rosa Metzger

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