

# **FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING/APRIL 13, 2015**

## **CALL TO ORDER**

FCPL Board President Linda Erp called today's meeting to order at 4:03 p.m. Present at the meeting were board members, Mrs. Linda Erp, Mr. Keith McGrew, Mrs. Glenda Sayger, Mrs. Rosa Metzger, and Mrs. Raenae Overmyer, Mrs. Sandy Sawyer, and Mr. Bob Uhrich. FCPL staff members present were Director, Jon Gaskill, Assistant Director, Becky Williams, and Administrative Assistant, Dustee Krull.

## **APPROVAL OF MINUTES**

The Board reviewed January's board minutes. Nobody had any questions. Mrs. Sandy Sawyer motioned to approve the minutes. Mr. Bob Uhrich seconded. Motion carried.

## **APPROVAL OF FINANCES**

Payroll claims in the amount of \$42,920.13, and monthly claims in the amount of \$90,673.55 were presented for the board's review and approval. Mrs. Rosa Metzger asked about the newspaper advertisement for the solar panels and why there is only a payment to the south bend tribune. Director, Jon Gaskill said we just got the invoice for the Indianapolis newspaper. Mr. Bob Uhrich asked why the bond for Director, Jon Gaskill was lower than the other bonds for him, and Business Manager, Dawn Grubbs. Nobody was sure why that is. Mr. Bob Uhrich moved to approve the financials. Mrs. Rosa Metzger seconded. Motion carried.

## **PATRON FORUM**

Nobody was present as a member of the public.

## **OLD BUSINESS**

The Board was asked to update the board policy and approval the By-Laws. The only change in the By-Laws is the time change for Board meetings. From April to September the Board meeting will start at 6:00pm. From October to March the Board meeting will start at 4:00pm. Mrs. Sandy Sawyer motioned to approve the By-Laws. Mr. Keith McGrew seconded. Motion carried. The Board was asked permission to update the Personnel Policy by striking out redundant job description language. Mr. Keith McGrew motioned to approve the personnel policy update. Mrs. Glenda Sayger seconded. Motioned carried.

## **NEW BUSINESS**

The board was asked to establish a committee for the development of FCPL's Long Range Plan. The committee will meet once a month. Mr. Keith McGrew said he would help. The other members said they would think on it. Discussion will continue on this subject.

The board was asked for permission to replace 23 public computers and library laptops. The board was presented with a quote from Chester Information Technologies. Their price for the 23 computers and laptops is \$21,102.00. Mr. Bob Uhrich asked if the FCPL had the budget for doing this. Director, Jon Gaskill, said there is enough to cover the cost of all these new computers and laptops. Mr. Bob Uhrich motioned to approve purchase 23 new laptops and computers. Mrs. Glenda Sayger seconded. Motion carried.

The board was asked for permission to place signage and close the arboretum at 10 p.m. The Friends of the Library are getting two signs made by Chad Lewis. Director, Jon Gaskill, said he

would purchase at least four more, smaller signs noting hours. The police will be notified so they know that nobody should be in the arboretum after 10pm. Mrs. Glenda Sayger motioned to approve placing signage and to the closing of the arboretum at 10pm. Mrs. Sandy Sawyer seconded. Motion carried.

Director, Jon Gaskill, proposed to the board to cover insurance costs for the Director and Family. He went searching at different libraries to see what other libraries covered for their directors. Most of them only covered the director only a few will cover the family also. He wants to try to make it fair to other staff as well. Mr. Bob Uhrich said that the board needed more cost figures and the options available. He said the board would like to help just not sure how. He recommended tabling this discussion to have time to contact Smith, Sawyer, and Smith to get costs and options. Mr. Bob Uhrich motioned to have an executive session at 5:30pm on May 11<sup>th</sup>. Mr. Keith McGrew seconded. Motion carried.

**DIRECTOR’S REPORT**

Director, Jon Gaskill, highlighted a few key topics in his report.

**OTHER BUSINESS**

Mrs. Rosa Metzger brought up that in the advertisement in the various newspapers for the solar panel bids the article said the bids are due by May 1<sup>st</sup>, but in the minutes and her notes the decline was set for June 1<sup>st</sup>. Director, Jon Gaskill, said he thought the deadline was May 1<sup>st</sup> but would publish corrections and extended the deadline to June 1<sup>st</sup>.

Mr. Bob Uhrich asked if the fountain was going to be turned on soon. Assistant Director, Becky Williams, said that it should be very soon.

**AJOURNMENT**

No other business needed to be discussed. Mr. Keith McGrew motioned to adjourn the meeting. Mr. Bob Uhrich seconded. Motion carried. Mrs. Linda Erp adjourned the meeting at 7:30pm.

Respectfully Submitted, Dustee Krull, Administrative Assistant

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**Next Regular Board Meeting:** Monday, May 11, 2015 at **6:00 p.m.** in the FCPL Indiana Room: Rochester, IN