

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
MAY 11, 2015

CALL TO ORDER

FCPL Board President Linda Erp called today's meeting to order at 6:10 p.m. Present at the meeting were board members, Mrs. Linda Erp, Mr. Keith McGrew, Mrs. Glenda Sayger, Mrs. Rosa Metzger, Mrs. Raenae Overmyer, Mrs. Sandy Sawyer, and Mr. Bob Uhrich. FCPL staff members present were Director, Jon Gaskill, Business Manager, Dawn Grubbs, and Administrative Assistant, Dustee Kelly. Mr. Roger Rouch was present as a member of the public.

APPROVAL OF MINUTES

The Board reviewed April's board minutes. Nobody had any questions. Mrs. Sandy Sawyer motioned to approve the minutes. Mrs. Glenda Sayger seconded. Motion carried.

APPROVAL OF FINANCES

Payroll claims in the amount of \$42,377.12, and monthly claims in the amount of \$67,635.35 were presented for the board's review and approval. Nobody had any questions. Mr. Bob Uhrich motioned to approve the financials. Mr. Keith McGrew seconded. Motion carried.

PATRON FORUM

Mr. Roger Rouch was present as a member of the public. He wasn't present for April's board meeting so he didn't have any questions or comments.

OLD BUSINESS

The board was asked to review and approve the board policy concerning pages 20-24 on the IT Policy/Acceptable Use & Safety Policy. This is just an annual review and approval. Nothing was changed in these policies. Mrs. Glenda Sayger motioned to approve these board policies as is. Mr. Keith McGrew seconded. Motion carried.

The board was asked to update the personnel policy. Director, Jon Gaskill, asks that a line saying that the library will pay for staff/board memberships in professional organizations like ILF and ALA be added. He would like the Disciplinary Action to be moved to Appendix AA, and lastly he ask that the amount for food when traveling be raised to \$50 per day from previous amounts of \$5 for breakfast, \$10 for lunch, and \$15 for supper. Mr. Keith McGrew motioned to approve all of these updates to the personnel policy. Mrs. Sandy Sawyer seconded. Motion carried.

The board is asked, if they are available, to help with organizing the Long Rang Plan Committee and to set meetings. Mr. Keith McGrew volunteered to help. The meetings will occur once a month and meet half an hour before the board meetings. The other board members said if needed they would be happy to help but Director, Jon Gaskill, and Mr. Keith McGrew will start the process of organizing and planning.

Director, Jon Gaskill, asked the board for an Insurance request last meeting. The board took time to think about it and find out more information money wise. The board decided for all full time employees the amount the library pays for the insurance premium will go up from 80% to 90%. This will be effective June 1, 2015. Mr. Bob Uhrich motioned to approve the change from 80% to 90%. Mrs. Glenda Sayger seconded. Motion carried.

NEW BUSINESS

Mr. Jim Straeter gave a presentation on Ag Technologies Solar. He provided information on what he thinks are the best options for our library concerning solar panels. He told the board what he would recommend the library to do. To get the 30% tax credit the library would have to

find a benefactor to put up the money since the library is a non for profit organization, and a power of purchase agreement would have to be established. His company does ground mounts. He went with the Director, Jon Gaskill, to look at the Aubbee and Fulton Branches to see what he could do. He said Aubbee would be the most ideal place to put the solar panels. The Rochester and Fulton branches don't have the room outside. There is an issue of a tree that is on somebody's property that would have to be moved near Aubbee. To do the mounting of solar panels the library would have to get an acre of panels. He gave advice on what to look for in the solar bids. He said make sure there are real savings mentioned in the proposals. The panels have a 25 year guarantee and the expected life span is 30 years.

The board was asked for permission to hire a full time cataloger in Technical Services. This person would help Janet Johnson with processing materials. The person will be hired from within the library. Mr. Keith McGrew motioned to approve the hiring of a full time cataloger. Mr. Bob Uhrich seconded. Motion carried.

DIRECTOR'S REPORT

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

OTHER BUSINESS

Director, Jon Gaskill, read an email from the employee that asked for an extended leave of absence for her back in February. The employee really appreciated the approved extra time off that the board approved. The employee said she just needs a little more time and said he/she should be able to come back to work by the last week of May.

AJOURNMENT

No other business needed to be discussed. Mrs. Linda Erp adjourned the meeting at 7:40pm.

Respectfully Submitted,
Dustee Kelly, Administrative Assistant

Next Regular Board Meeting:

Monday, June 8, 2015 at **6:00 p.m.** at the **Aubbee Branch** of the FCPL