

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING

August 10, 2015

CALL TO ORDER

FCPL Board President Linda Erp called today's meeting to order at 6:05 p.m. Present at the meeting were board members, Mr. Keith McGrew, Mrs. Glenda Sayger, Mrs. Rosa Metzger, Mrs. Sandy Sawyer, Mr. Bob Uhrich, Mrs. Linda Erp, and Mrs. Raenae Overmyer. FCPL staff members present were Director, Jon Gaskill, Business Manager Dawn Grubbs, Administrative Assistant, Dustee Kelly, and Circulation Clerk Tim Roe. Mr. Roger Rouch, Mrs. Selena Rouch, and Mrs. Janet Johnson were present as members of the public.

APPROVAL OF MINUTES

The Board reviewed July's board minutes. They noticed that there was a mistake on Bob Peterson's name. It was written as Jim Peterson, but it was corrected by Administrative Assistant, Dustee Kelly. Mrs. Sandy Sawyer motioned to approve the minutes. Mrs. Rosa Metzger seconded. Motion carried.

APPROVAL OF FINANCES

Payroll claims in the amount of \$53,392.02 and monthly claims in the amount of \$43,176.36 were presented for the board's review and approval. Mrs. Rosa Metzger asked about claim number 23216 for \$749.35 specifically for shipping books from California to FCPL. Director, Jon Gaskill explained that they were all free books he got at the conference in California the cost of \$158.34 was to ship them here. Mr. Keith McGrew moved to approve the financials. Mrs. Raenae Overmyer seconded. Motion carried.

PATRON FORUM

Mr. Roger Rouch was present as a member of the public. He asked about Gordon Boh's retirement. He wondered if the Literacy Coalition was a separate organization and if Gordon Boh is employed by the library. Director, Jon Gaskill, said he is employed by the library, but he does answer to a board and receives funds from United Way.

OLD BUSINESS

There was scheduled to be a presentation of the Masonic Bible by Bob Peterson and Marjory Phillips in memory and honor of Carl W. Phillips, but they were unable to attend.

The Board reviewed the 1st Draft of the FCPL 2016 Budget. The library receives a 2.6% increase. Most of the money from the increase goes into Personnel fund for raises for next year. Mr. Bob Uhrich asked how much longer the interns were going to be at the library. Director Jon Gaskill, said they will be here through August and then they are finished. There is only one this year who is reimbursable through the EARN IN State Summer Work Study Program.

The board is asked permission to accept Guaranteed Energy Savings Proposal from Johnson-Melloh and begin Phase 1 of the Solar/LED Installation Process. Mr. Kurt Schneider was present to answer any questions that the board had. Director, Jon Gaskill, said the board could table this topic until Attorney Greg Heller had a chance to read through the proposal. Mrs. Sandy Sawyer asked if a city permit is needed to put up installation. Mr. Kurt Schneider said yes. Mr. Keith McGrew asked if the library roof was structurally sound to put up panels. Mr. Kurt Schneider said it wouldn't hurt to get the roof looked at. There are two options the board is presented with. The first option is Fulton and Aubbee get panels and all 3 branches get LED lighting and install a tracking sign. The lesser option is a ground mount with no trackers or sign. Mrs. Linda Erp asks if the board can have an executive session or get together for 15 minutes after the board meeting to talk to make sure all the board members are on the same page. Mr. Keith McGrew motioned to table this topic until next board session. Mrs. Glenda Sayger seconded. Motion carried.

NEW BUSINESS

Kathy Wilkinson, Food Services Director for Rochester Community Schools, gave a report on the Summer Food Program. She said, "Thank You!" for having the food program at the library.

They were able to feed 900 children and 175 adults in June and 875 children and 120 adults in July. That's an increase from feeding 700 children last year.

The board was asked permission to promote Timothy Roe to full time in Adult Services Dep't and future Literacy Director. Mrs. Linda Erp asked how many employees work in Adult Services. Director, Jon Gaskill says there are 1 full time and 3 part time people who work in Adult Services. Mr. Bob Uhrich asked how soon this will take effect. Director, Jon Gaskill replied, "Immediately." Mr. Bob Uhrich moved to approve promoting Timothy Roe to full time in Adult Services and the future Literacy Director. Mr. Keith McGrew seconded. Motion carried. The board was asked permission to set up Square Account for accepting Credit/Debit Cards for library fines and fees. The device is \$100. We can use the IPADs already at the library. The device ties into the libraries bank account. There is a fee of 2.76% per transaction. Mr. Keith McGrew asked if a minimum amount should be intact so the library wouldn't have to pay the fee of 2.76% on a small amount. Director Jon Gaskill, said most people wouldn't use their debit/credit card for a really small amount. If there does seem to be a problem with this issue then the board can address it at a later time. Mr. Keith McGrew moves to setup Square Account for accepting Credit/Debit cards for fines and fees. Mrs. Rosa Metzger seconded. Motion carried.

DIRECTOR'S REPORT

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

OTHER BUSINESS

No other business needed to be discussed.

AJOURNMENT

Mr. Bob Uhrich moved to adjourn the meeting. Mrs. Sandy Sawyer seconded. Motion carried. Mrs. Linda Erp adjourned the meeting at 7:37pm.

Respectfully Submitted,
Dustee Kelly, Administrative Assistant

Next Regular Board Meeting:

Monday, September 14, 2015 at **6:00 p.m** in the FCPL Indiana Room: Rochester, IN