

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING

July 13, 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, Assistant Director Becky Williams, and Reference/Adult Services Librarian Andrea Stineback. Mr. Jim Peterson was present as a member of the public.

APPROVAL OF MINUTES

The Board reviewed June's board minutes. Nobody had any questions. Mr. Keith McGrew motioned to approve the minutes. Mr. Bob Uhrich seconded. Motion carried.

APPROVAL OF FINANCES

Payroll claims in the amount of \$49,746.00 and monthly claims in the amount of \$226,527.37 were presented for the board's review and approval. Mr. Keith McGrew asked about the claim 23002 concerning totes bags. He wanted to make sure they weren't the scam tote bags the library was getting. Director, Jon Gaskill, assured him that we got ordered these bags from the Winning Edge. Mr. Bob Uhrich asked about the \$327.80 travel expense check for Director Jon Gaskill. Director Jon Gaskill, explained it was to reimbursement for those who drove him to the Chicago airport and for driving him to the ferry to get to the ALA Conference while in California. Mrs. Rosa Metzger asked about the teen weekly gift certificates. Business Manager, Dawn Grubbs, said the library got gift cards for the teen prizes. She bought 2 \$5.00 gift cards from several restaurants and stores. Mr. Bob Uhrich moved to approve the financials. Mrs. Sandy Sawyer seconded. Motion carried.

PATRON FORUM

Mr. Jim Peterson was present as a member of the public representing Marjory Phillips. She would like to make a special donation to the library in the memory of her husband, Carl Phillips, a King James Version Bible, Masonic Edition. Her husband, Carl, was presented the Bible in recognition of his long service as Secretary of lodge #227 in Bourbon, Indiana. Mrs. Sandy Sawyer motions to accept the gift of the bible from Marjory Phillips. Mrs. Glenda Sayger seconded. Motion Carried.

Mr. Jim Peterson would also like to give a portion of his wrought iron fence to the library, if the library is interested. The fence is the original one from courthouse in Rochester, and then the county home location where it currently resides. He wants it to stay in the county, and will need to get a grant to move it first.

OLD BUSINESS

The Board was asked for permission to move the Internet & Acceptable Use Form and the Meeting Room Agreement From to Appendix B of the policy manual. All the other forms are there so it makes sense to move these two forms there as well. Mr. Bob Uhrich asked if we ever had a lawyer like Greg Heller look over our library policies, or if that is needed so the library can make sure our policies are following the law. Mr. Jon Gaskill said any changes to the policy are approved by the State Library, but there is only one person, Karen, who looks at over 200 other libraries policies so she might miss something so it might not hurt to have a lawyer look it over. Mrs. Glenda Sayger moved to approve the movement of the forms to Appendix B. Mrs. Rosa Metzger seconded. Motion Carried.

The board members who are on the financial committee are asked to start thinking when they are available to meet so meetings can be set up. Director, Jon Gaskill, is willing to go to Fulton or to you if needed.

The Board is asked to set up a date to go to Jennings Co. to look at their solar installation. The board said Tuesday, July 21st would be a good day. If need be July 22nd would be the date in case of cancellation on the 21st. A 15 passenger van would be rented for the day. It will leave from Rochester at 7am.

NEW BUSINESS

The board was asked permission to join the Indiana State Library Consortium for Public Library Internet Access. It is free to join but there are certain rules that need to be followed. Mrs. Sandy Sawyer moves to join the Indiana Library Consortium for Public Library Internet Access. Mr. Bob Uhrich seconded. Motion Carried. Assistant Director, Becky Williams, updated the board on the Summer Library Program. At that point there were 1986 people signed up for the program. There were a total of three pool parties. At each one there were about 100 people. The lunch program ranged from 47-100 people per day for the free lunches. Director, Jon Gaskill, updated the board on his experience at the ALA Conference in California. The board was asked permission to give salary increases to Dawn and Andrea for their completion of their respective degrees. Director, Jon Gaskill, said there is enough in the budget to give Dawn a dollar increase, and Andrea a \$2.75 increase. Mr. Bob Uhrich approved the increase in salary for Dawn for a \$1 more and Andrea for \$2.75 more. Mrs. Rosa Metzger seconded. Motion carried.

DIRECTOR’S REPORT

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

OTHER BUSINESS

The board was asked permission to set up direct deposit. Computrain charges a one-time charge of \$595 to set up direct deposit. There is no charge to the employee from their banks, but Lake City charges .15 cents to the other banks. Mr. Bob Uhrich motioned to approve the library setting up direct deposit. Mr. Keith McGrew seconded. Motion carried.

AJOURNMENT

No other business needed to be discussed. Mrs. Linda Erp adjourned the meeting at 7:31pm.

Respectfully Submitted,
Dustee Kelly, Administrative Assistant

Next Regular Board Meeting:

Monday, August 10, 2015 at **6:00 p.m.** in the FCPL Indiana Room: Rochester, IN