

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING

April 10, 2017

CALL TO ORDER

FCPL Board Vice President Sandy Sawyer called today's regular Board Meeting to order at 6:02 p.m. Present at the meeting were Board Members Linda Wentzel, Bob Uhrich, Sandy Sawyer, and Glenda Sayger. Absent: Keith McGrew, Raenae Overmyer, and Linda Erp. FCPL staff members present were Interim Director Andrea Stineback, Reference Assistant Beth Miller, Literacy Director Tim Roe, Maintenance Head Jeff Winterrowd, Systems Administrator April Gross, Business Manager Dawn Grubbs, and Administrative Assistant Dustee Kelly.

APPROVAL OF MINUTES

The Board reviewed the March Meeting's minutes. Wentzel moved to approve the minutes. Uhrich seconded. Motion carried.

APPROVAL OF FINANCES

Payroll claims in the amount of \$60,266.30 and monthly claims in the amount of \$79,306.68 were presented for the Board's review and approval. Sayger moved to approve the financials. Uhrich seconded. Motion Carried.

OLD BUSINESS

Electronic Sign for Fulton Branch

Jeff received a quote from Vanadco Signs. For a 32X120 full color double sided unit the price is \$24,680.00 and for a 48X100 full color double sided unit is \$27,600.00. Jeff asked about the zoning laws and was told that as long as the new sign goes on the same pole as the old one, there are no zoning concerns. A Board Member asked about the funding for the new sign. The Friends of the Library are interested in donating some money towards the sign. Jeff said that Lauren Overmyer from Vanadco will hopefully be available to present a proposal at May's meeting.

Resolution to Update Non-Resident Fee

Uhrich moved to approve the Resolution to Update the Non-Resident Fee to \$100 for a year, \$50 for six months, and \$25 for three months. Wentzel seconded. Motion carried.

Resolution to Transfer Funds between Categories within Library Operating Fund

Wentzel moved to approve the Resolution to Transfer Funds between Categories within the Library Operating Fund. Sayger seconded. Motion carried.

Resolution to Transfer between Funds

Wentzel moved to approve the Resolution to Transfer between Funds. Sayger seconded. Motion carried.

NEW BUSINESS

Board Tablets

April has tablets for the Board. She is not able to completely setup each individual Board Member's tablet without their passwords. She would like the Board Members to come in when they are available so she can complete the setup process with them. April works until 5pm, but if a Board Member needs to meet later, she said she can if they let her know. Zak is also available to help.

Website

There have been numerous complaints from staff and patrons about the Library website being slow and not user friendly. April would like to rebuild the website from scratch. The website is currently being hosted by Visionary Web, and the Library is paying to use their space. It is an annual contract and costs about \$540 per year. April would like the website to be on the Library's server. She said there is plenty of space. The Board would like to know what it would take to get out of the contract with Visionary Web. The Board asked how long it would take to create a new website from scratch. April said sometime in 2018, depending on prioritizing workload. She said it will be time consuming. The Board said the goal is to fix the website, whatever it takes.

Evergreen Indiana Bylaws Amendment Ballot

The Board can approve these amended bylaws, but President McGrew needs to initial. Uhrich moved to approve the Evergreen Indiana Bylaws Amendment Ballot. Sayger seconded. Motion carried.

Director Job Description Advertisement

Tabled until next meeting.

OTHER BUSINESS

Update on Door

Jeff has called Rochester Glass to get an update on when the door can be replaced. There is a window that needs fixed as well. They have the window in they are now just trying to figure out a time. Weather has been a factor as well.

Floor at Aubbee

There is a damaged section of flooring in the entrance way at Aubbee. There is a rug covering it up right now. The floor is around 8 years old. The Board suggested calling a flooring company to see what it would cost to replace.

Child Abuse

The Board wants to make sure the Library's policy is legally correct in order to make sure the staff is protected and knows what to do if they suspect child abuse.

Umbaugh

This is just a yearly payment for services to make sure the bonds are legal.

Long Range Plan

The Board asked if it would be a good idea to get an outside consultant to help with the Long Range Plan because it is time consuming. Andrea needs to write a letter requesting a waiver for not meeting 2016 Standards and submit it by May 12th. The letter must include a timeline of how the Library is going to correct the Standards issues. The Board said to investigate the cost for hiring an outside consultant.

DIRECTOR'S REPORT

Andrea highlighted a few key topics in her report.

STAFF REPORTS

The Department Heads write up monthly reports to explain what each Department has done during the previous month.

AJOURNMENT

Uhrich motioned to adjourn the meeting. Sayger seconded. Motion carried. Sawyer adjourned the meeting at 7:16 p.m.

Respectfully Submitted,

Dustee Kelly, Administrative Assistant

Linda Erp

Glenda Sayger

Keith McGrew

Robert Uhrich

Raenae Overmyer

Linda Wentzel

Sandy Sawyer

Next Regular Board Meeting:

Monday, May 8, 2017 at **6:00 p.m.** in the Indiana Room: Rochester, IN