

# **FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING**

**March 12, 2018**

## **CALL TO ORDER**

FCPL Board Vice President Linda Erp called today's regular Board Meeting to order at 5:10p.m. Present at the meeting were Board Members Linda Erp, Linda Wentzel, Glenda Sayger, Raenae Overmyer, Emily Schouten, and Keith McGrew. Absent: Rachel Arndt. FCPL staff members present were Director Andrea Stineback, Maintenance Head Jeff Winterrowd, and Administrative Assistant Dustee Kelly.

## **APPROVAL OF MINUTES**

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

The Board reviewed the February 26<sup>th</sup> work study meeting minutes. Wentzel moved to approve the minutes. Erp seconded. Motion carried.

## **APPROVAL OF FINANCES**

Tabled until April's Board Meeting

## **OLD BUSINESS**

### **Resolution for Internal Transfer**

Sayger motioned to approve the resolution for internal transfers. Schouten seconded. Motion carried.

### **Close Books for 2017**

Schouten moved to approve closing the books for 2017. Erp seconded. Motion carried.

### **Resolution for Cancellation of Old Outstanding Checks**

Erp moved to approve the resolution to cancel old outstanding checks. Wentzel seconded. Motion carried.

## **NEW BUSINESS**

### **Community Foundation**

Brian Johnson, Jay Albright, and Dick Belcher from the Northern Indiana Community Foundation presented two checks to the Library. The distribution for the Library was \$1,659.00 and the one for Literacy was \$362.00.

### **Review Board of Trustees By-Laws**

The Board reviewed the By-Laws. There was a few changes the Board felt were needed. Wentzel moved to approve the By-Laws with the amendments. Schouten seconded. Motion carried.

### **Permission to dispose of items**

The Board was presented with a list of items up for disposal. There are four chairs from the Fulton Branch and one chair from Rochester on the list. Sayger moved to approve disposing these chairs. Wentzel seconded. Motion carried.

### **Life Insurance**

The Library currently has a \$15,000 life insurance policy through Anthem. Andrea recommended switching to United Healthcare through Smith, Sawyer, and Smith. It will be easier since the Library currently has health insurance through United Healthcare. It will keep

everything in one place. The policy would cost a little more but it would increase to a \$25,000 policy. Sayger moved to approve changing the life insurance from Anthem to United Healthcare. Schouten seconded. Motion carried.

**Schedule Study Session**

The Board discussed possible dates for another study session concerning pay ranges. Monday, April 16<sup>th</sup> at 6:00 pm was the decided date.

**OTHER BUSINESS**

**Maintenance Update**

J&K came in and worked on the unit that is not working. It worked for three days then stopped again. He believes the whole unit is too far gone. It will need replaced. J&K gave a quote for \$7,338.20 for a replacement that is the exact same as we have now. They gave another quote for \$7,138.20 that is a different brand. Jeff recommended not replacing this just yet. It is not something that needs done right away.

**Nomination**

Andrea told the Board that the Library was nominated for the Fulton County Chamber of Commerce’s Non-Profit Organization of the Year.

**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**

McGrew adjourned the meeting at 6:05pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

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Keith McGrew

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Linda Wentzel

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Glenda Sayger

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Raenae Overmyer

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Linda Erp

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Rachel Arndt

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Emily Schouten

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**Next Regular Board Meeting:**

Monday, April 9, 2018 at **6:00 p.m.** in the Indiana Room: Rochester, IN