

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING

June 11, 2018

CALL TO ORDER

FCPL Board President Keith McGrew called today's regular Board Meeting to order at 6:00p.m. Present at the meeting were Board Members Glenda Sayger Emily Schouten, Linda Wentzel Raenae Overmyer, and Keith McGrew Absent: Linda Erp, and Rachel Arndt. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Administrative Assistant Dustee Kelly, Maintenance Head Jeff Winterrowd, Literacy Director Tim Roe, Fulton Branch Manager Margaret Pendley, and Fulton Branch Circulation Clerks: Kindra Craig, Lois Coffing, Selena Rouch, and Cathy Siders.

APPROVAL OF MINUTES

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

APPROVAL OF FINANCES

The May finances were presented to the Board for review. Sayger moved to approve the May finances. Wentzel seconded. Motion carried.

OLD BUSINESS

Estimate to fix cooling tower leak

Jeff told the Board that the cooling tower leak is getting worse. The Board was provided with two quotes. One from QPH and another from J&K. J&K's price quote is lower but the last time we used them, they said they could not fix the problem and the bill was higher than quoted. Jeff recommends using QPH even though their quote is higher. They seem to get the work done right. Jeff asked the Board if they wanted to get the pump seals fixed first and then have QPH come back in the cooler months to get the rest fixed since the Library could be without air for an undetermined amount of time. The Board said they would like to get this all done as soon as possible. Sayger moved to approve using options 1 & 4 on the QPH quote, for a cost of around \$4,500, and Jeff scheduling the project at a time when the weather will be cooler. Schouten seconded. Motion carried.

NEW BUSINESS

Library Lawyer

Sayger moved to approve tabling this topic. Wentzel seconded. Motion carried.

IU School of Medicine/CDC Book Evaluation Project

Tim presented handouts to the Board about a research project that students at IU School of Medicine are doing. They need permission from the Board so Tim can help recruit parents for their study. Sayger moved to approve having the graduate students use the library for their project and gathering children for their study. Wentzel seconded. Motion carried.

Business Manager (credit card, getting bonded, bank access)

Jo McCullough is the new Business Manager. Jo will need to be bonded, have access to the credit card, and access to Lake City banking so she can process direct deposit. Wentzel moved to approve Jo McCullough getting bonded, giving her bank access, and use of the credit card. Sayger seconded. Motion carried.

Relocation Policy

Andrea provided the Board with three relocation policies used by other libraries. Our library currently does not have a relocation policy. Andrea does not think it will be needed immediately, but it is a good policy to have in place if the need arises. The Board likes the Jackson County Public Library option. Schouten moved to approve the moving expenses policy as written by the Jackson County Library. Wentzel seconded. Motion carried.

Request for leave of absence by FCPL staff member

Sayger moved to approve the requested leave of absence for staff members. Schouten seconded. Motion carried.

OTHER BUSINESS

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 6:54pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayger

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

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