

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
August 13, 2018

CALL TO ORDER

FCPL Board President Keith McGrew called today's regular Board Meeting to order at 6:03p.m. Present at the meeting were Trustees Rachel Arndt, Glenda Sayger, Raenae Overmyer, Linda Wentzel, Emily Schouten, and Keith McGrew Absent: Linda Erp. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, and Administrative Assistant Dustee Kelly.

APPROVAL OF MINUTES

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

APPROVAL OF FINANCES

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

OLD BUSINESS

NEW BUSINESS

Resolution for Indiana State Library Consortium for Public Library Internet Access

Schouten moved to approve the Resolution for the Indiana State Library Consortium for Public Library Internet Access. Sayger seconded. Motion carried.

Northwest Indiana Library Board Association Training Invitation

The Board was presented with a flyer about training. This is just information and the Trustees should let Andrea know if they would like to attend.

Permission for Director to attend 2018 ILF Annual Pre-Conference and Conference

Sayger moved to approve Andrea attending the 2018 ILF Pre-Conference and Conference in November. Arndt seconded. Motion carried.

Proposed Compensation Plan 2019

Andrea presented the Board with several pages detailing salary ranges for each position. She made caps of 20, 25, and 30 years. The Board would like to see how these figures fit into the 2019 budget. They would like the worst case scenario. This topic is tabled until the September Board Meeting.

Replacing magazine subscription service

Jo researched magazine subscription service companies. We have had issues with our current magazine provider, Popular Subscription Service. They do not take care of problems in a timely manner. It is difficult to get a hold of them and receive a response. Jo likes Rivistas. Rivistas' customer service seems to be more responsive than our current company. Rivistas price is comparable to Popular Subscription Service. The Board asked if we are in contract with PSS. Jo will look into it. Wentzel moved to approve switching the magazine subscription service to Rivistas subject to review of the contract. Arndt seconded. Motion carried.

Replacing accounting software

Jo researched several companies. We currently have CompuTrain which was bought out by Boyce. Boyce will no longer support CompuTrain starting December 1st. AVC is the least expensive, but there are several things Jo does not like about their setup. She does not like the menus and the way things are organized in the system. Banyon Data is her preference. She has

worked with this system before. Arndt moved to approve switching accounting software to Banyon Data. Sayger seconded. Motion carried.

OTHER BUSINESS

Request for Disposal

The Board was presented with a disposal sheet. Sayger moved to approve disposing the items on the list. Arndt seconded. Motion carried.

Sentinel Advertising

Andrea presented the Board with options for advertising. The Rochester Sentinel needs a sponsor for a new item called Newspaper Fun! Newspaper Fun! will run 13 times a year at \$47 each time, for a total cost of \$611. Schouten moved to approve advertising on Newspaper Fun! Wentzel seconded. Motion carried.

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 7:22pm.

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, September 10, 2018 at **6:00 p.m.** in the Indiana Room: Rochester, IN