

FULTON COUNTY PUBLIC LIBRARY/2019 BUDGET ADOPTION

October 8, 2018

CALL TO ORDER

FCPL Board Vice President Linda Erp called today's Budget Adoption to order at 5:00 p.m. Present at the meeting were Trustees Rachel Arndt, Linda Wentzel, Emily Schouten, Raenae Overmyer, and Linda Erp. Absent: Keith McGrew, and Glenda Sayger. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Administrative Assistant Dustee Kelly, Maintenance Jeff Winterrowd, and Cataloger Deb Whistler. 1 patron also attended.

BUSINESS

Public adoption regarding the 2019 Fulton County Public Library Budget

There were no questions or comments about the 2019 Budget. Wentzel moved to approve the 2019 Budget. Schouten seconded. Motion carried.

Adjournment

Schouten moved to approve adjourning the Budget Adoption. Wentzel seconded. Motion carried. Erp adjourned the meeting at 5:03 p.m.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayger

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

TUESDAY, NOVEMBER 13, 2018 at **5:00 p.m.** in the Indiana Room: Rochester, IN

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
October 8, 2018

CALL TO ORDER

FCPL Board Vice President Linda Erp called today's meeting to order at 5:04 p.m. Present at the meeting were Trustees Rachel Arndt, Linda Wentzel, Emily Schouten, Raenae Overmyer, and Linda Erp. Absent: Keith McGrew, and Glenda Sayger. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Administrative Assistant Dustee Kelly, Maintenance Jeff Winterrowd, and cataloger Deb Whistler. 1 patron also attended.

APPROVAL OF MINUTES

The Board review the September Budget Hearing's Minutes. Arndt move to approve the minutes. Schouten seconded. Motion carried.

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

APPROVAL OF FINANCES

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

OLD BUSINESS

Proposed Compensation Plan 2019

The board asked Andrea if she had a preference to the 20, 25 or 30 year cap. Andrea said at least the 25 year cap because it seems like the 20 would be punishing people for staying. This can be updated annually if need be. Schouten moved to approve the 25 year max compensation plan. Overmyer seconded. Motion carried.

NEW BUSINESS

Maintenance (cooling, water heater, Fulton parking lot)

Jeff presented 2 quotes on a water heater to the Board. MWA's quote is for a 40 gallon tank for \$1800. Nelson's quote is for a 50 gallon tank for \$1600. The library currently has a 50 gallon tank. Schouten moved to approve Nelson's quote for the 50 gallon tank at \$1600. Wentzel seconded. Motion carried. Jeff presented the board a quote on concrete to fix the handicap spot at the Fulton Branch. There is a big dip and it's hard for handicap patrons to get out of their vehicles. Jeff called 4 concrete companies but only 1 responded back. LG Concrete's quote is for \$2,930.00. Schouten moved to approve LG Concrete's quote for \$2,930.00. Overmyer seconded. Motion carried.

Lastly, Jeff presented the board with a quote from QPH to replace a heating and cooling compressor that went out upstairs. He only got this one quote because QPH gets the work done. The quote is for \$2,358.50. Wentzel moved to approve the quote from QPH for \$2,358.50. Arndt seconded. Motion carried.

Fine Forgiveness programs 2019 (Pack a Back Pack)

Andrea would like to switch the current April fine forgiveness from Fines for Our Future to Fines for Pack a Back Pack. Schouten moved to approve changing April's fine forgiveness program from Fines for Our Future to Fines for Pack a Back Pack. Overmyer seconded. Motion carried.

Disposal List

The items listed are from the Fulton Branch. They would like to get rid of 4 card tables and a canister vacuum. Arndt moved to approve disposing the items on the list. Wentzel seconded. Motion carried.

Sroufe Proposal

Sroufe presented a proposal of additional projects he would like to do. He already planted the roses which cost \$135. The board would like to take time to review the proposal and look around the library and arboretum before making a decision if any other work needs to be done. Arndt moved to table this topic. Wentzel seconded. Motion carried.

Energy Savings

Jo presented the board with a handout that showed graphs to see if there is any correlation as to if the library has saved any money when the light bulbs where switched to LEDs. There is no drastic change.

OTHER BUSINESS

Innovators Lab

Arndt moved to approve applying for the Innovators Lab Grant. Schouten seconded. Motion carried.

Insurance

Rob Sawyer sent Andrea some information about switching property and workman’s compensation insurance from Liberty Mutual to Hanover Insurance. He told Andrea this would save the library \$3,000 a year. The board wants to table this until more information can be obtained. This needs to be voted on before the end of the month. After Jo and Andrea have a meeting with Rob Sawyer then a special meeting of the board will take place. Arndt moved to table this topic. 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

Erp adjourned the meeting at 6:22 pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayger

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

TUESDAY, NOVEMBER 13, 2018 at **5:00 p.m.** in the Indiana Room: Rochester, IN

**FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES SPECIAL MEETING
October 16, 2018**

CALL TO ORDER

FCPL Board Vice President Linda Erp called today's meeting to order at 5:30 p.m. Present at the meeting were Trustees Emily Schouten, Raenae Overmyer, Glenda Sayger, and Linda Erp. Absent: Keith McGrew, Linda Wentzel, and Rachel Arndt. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, and Administrative Assistant Dustee Kelly.

BUSINESS

Property and Workman's Compensation Insurance

The board was presented with handouts from Hanover Insurance and our current Liberty Mutual Insurance that compare the coverage and prices. Andrea told the board that Hanover is providing the same or better insurance as Liberty Mutual. She mentioned that Rob Sawyer said that there is significant enough savings to switch. Hanover also offers cyber while Liberty does not. Liberty Mutual's price is \$26,817 while Hanover is \$22,116. A board member asked about the Fine Arts schedule which lists 3 paintings and their values in the Liberty Mutual packet. While Hanover just has a Fine Arts category and a flat rate of \$10,000. The board would like to know if this just covers the libraries artwork or if it also covers other people's since the library hangs artwork on the wall display in the grand hallway. A board member also saw that Hanover had no for fire alarms and for sprinklers which the library does have. The board would like Andrea to contact Rob Sawyer and have him update this information. Sayger moved to approve the Hanover property insurance quote with added changes. Schouten seconded. Motion carried. Schouten moved to approve the Hanover workman's compensation quote. Overmyer seconded. Motion carried.

AJOURNMENT

Erp adjourned the meeting at 5:48 pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayger

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

TUESDAY, NOVEMBER 13, 2018 at **5:00 p.m.** in the Indiana Room: Rochester, IN