

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
December 9, 2019

CALL TO ORDER

FCPL Board Treasurer Linda Wentzel called today's meeting to order at 5:02 p.m. Present at the meeting were Trustees Linda Wentzel, Raenae Overmyer, Emily Schouten, and Glenda Sayger. Absent: Keith McGrew, Rachel Arndt, and Linda Erp. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Literacy Director Tim Roe, Circulation Clerk Nicole King, AV Kindra Craig, Technical Services Clerk Deb Early, and Administrative Assistant Dustee Kelly. Library Attorney Mackenzie Breitenstein attended also.

APPROVAL OF MINUTES

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

APPROVAL OF FINANCES

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

OLD BUSINESS

Whitmer Gym Marker

It was found that no zoning is needed. Attorney Mackenzie Breitenstein updated the memorandum. The document was signed by a member of the board and a member of the Whitmer gym marker committee.

NEW BUSINESS

2020 Health Insurance

Full time employees were given a choice out of 3 options. One being the renewal, the other two are cheaper options but higher deductibles. Sayger moved to approve the 3 options for full time employees. Schouten seconded. Motion carried.

2020 Compensation Plan

Several sections had to be added. Including: Salary adjustment, Paid & Leave Benefits, Advanced & Continuing Education, and Employment Termination. Sayer moved to approve the added categories. Schouten seconded. Motion carried.

Year -end Salary adjustment for all employees

Jo made a spread sheet that shows the value if a 1%, 2% or 3% year end adjustment was given. At the bottom was the estimated amount remaining in the budget. Schouten moved to approve a 3% year end adjustment for all employees. Overmyer seconded. Motion carried.

2020 Holiday Closures

Black Friday is a highly demanded day off for employees. A patron count was done at all branches and it was low at the Rochester and Fulton Branches. Aubbee's stayed about the same. The staff would like to have black Friday as an extra holiday or willing to switch Veterans Day for black Friday. The board would like more time to think about this and would like information on what county government holidays are.

Printers for Branches

The current ones at the branches are in bad shape. They were hand-me-downs from the Rochester branch. Aubbee would like to have the 4 drawer option. Fulton wants the 2 drawer option. The library received a quote from Ricoh. Sayger moved to lease copiers from Ricoh for both Fulton and Aubbee. Schouten seconded. Motion carried.

Aubbee LED sign

The sign would go on the building. A quote for one that is 19”x57” for \$1,499.00 from Olive LED.com. There is concern about lights shining and bothering the neighbor. A dimmer or timer was suggested if it becomes an issue. Discussion on this will continue.

Long Range plan Update

With the branches new copiers, the item of Wi-Fi printing will be completed. The teen room redesign is still in process. Only have one quote still, hopefully more will come in 2020.

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

Wentzel adjourned the meeting at 5:50 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:

Monday, January 13, 2020 at **5:00 p.m.** in the Indiana Room: Rochester, IN