

FULTON COUNTY PUBLIC LIBRARY/ 2022 BUDGET ADOPTION
October 18, 2021

CALL TO ORDER

FCPL Board President Keith McGrew called today's 2022 Budget Adoption Meeting to order at 5:03 p.m. Present at the meeting were Trustees Keith McGrew, Rachel Arndt, Linda Wentzel, Raenae Overmyer, and Glenda Sayger. Absent: Linda Erp and Emily Schouten. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Jennie Calvert, Carol Chileen, Beth Miller, Margaret Pendley, and Administrative Assistant Dustee Kelly. One member of the public attended. Library Attorney MacKenzie Breitenstein was also present.

Business

A motion to approve the 2022 Budget was made by Glenda Sayger. Linda Wentzel seconded. Motion carried.

AJOURNMENT

McGrew adjourned the meeting at 5:04 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, November 8, 2021 at **5:00 p.m.** via Zoom or in Meeting Room B.

**FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
October 18, 2021**

CALL TO ORDER

FCPL Board President Keith McGrew called today's Board Meeting to order at 5:05 p.m. Present at the meeting were Trustees Keith McGrew, Rachel Arndt, Linda Wentzel, Raenae Overmyer, and Glenda Sayger. Absent: Linda Erp and Emily Schouten. FCPL staff members present were Director Andrea Stineback, Jennie Calvert, Carol Chileen, Beth Miller, Margaret Pendley, and Administrative Assistant Dustee Kelly. One member of the public attended. Library Attorney MacKenzie Breitenstein was also present.

APPROVAL OF MINUTES

The September Board Meeting minutes were read, and after a correction was noted, approved after a motion by Rachel Arndt, seconded by Glenda Sayger. Motion carried.

APPROVAL OF FINANCES

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

OLD BUSINESS

Strategic Planning Consultant Proposal

Andrea received an email from Michelle Bradley with OhioNet. She is fully booked through the end of the year. Andrea emailed a few Library Directors who have worked with ReThinking Libraries and the feedback was all very positive. ReThinking Libraries offers a fixed price option. Due to the way the invoices will fall, part of the cost will be paid out of the 2021 budget, the other part will be out of the 2022 budget. Andrea talked to the Community Foundation and she will try to submit a grant to help with cost. Linda Wentzel moved to approve the quote from Rethinking Libraries. Rachel Arndt seconded. Motion carried.

2022 Compensation Plan for Hourly Staff

Hourly start rate for clerks will go up to \$10 an hour. Most current employees will receive at least a \$1 raise for 2022. Glenda Sayger moved to approve the 2022 compensation plan for hourly staff. Linda Wentzel seconded. Motion carried.

NEW BUSINESS

Job Description Update

The Youth Services Librarian, Assistant, and Clerk were the updated job descriptions presented. After some spelling errors were noted, there was a motion to approve the updated job descriptions by Rachel Arndt, seconded by Linda Wentzel. Motion carried.

November Evergreen Version Upgrade

There is an Evergreen Indiana upgrade scheduled starting Thanksgiving Day that will continue through Black Friday. This will greatly affect staff's ability to assist patrons: staff will not be able to check returned items in, staff will not be able to check patron's accounts, the catalog will be down for searching, and the staff would have to use offline mode for checking items out to patrons. Evergreen Indiana is fairly confident the upgrade will be finished by the start of business on Saturday, November 27th. Since Evergreen will be down the Friday after Thanksgiving,

Andrea asked the Board if the library could close that day. Glenda Sayger moved to approve closing Friday, November 26 due to the Evergreen Indiana upgrade. Rachel Arndt seconded. Motion carried.

COVID-19 Discussion

There is nothing new to report. The library is going to continue in-house programming as long as the staff feel comfortable doing so. The plan is to keep an eye on the numbers and adjust accordingly.

DIRECTOR’S REPORT

Andrea highlighted several items from her September report.

OTHER BUSINESS

Jeff- Maintenance

Two quotes were presented to the Board for the air conditioning system in Systems Administrator’s office. The air conditioner has been having problems for some time. The companies who provided quotes are out of town. The Board asked if local quotes could be received as well. This topic is tabled until next meeting.

Resolution

The contract for the ARPA grant was approved after a motion by Linda Wentzel. Glenda Sayger seconded. Motion carried.

A resolution to give the Director permission to sign grant contracts as they are awarded was presented to the Board. Glenda Sayer moved to approve the resolution. Rachel Arndt seconded. Motion carried.

ADJOURNMENT

Keith McGrew adjourned the meeting at 5:41 pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayger

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

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Monday, November 8, 2021 at **5:00 p.m.** via Zoom or in Meeting Room B.