

LA PORTE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES MAY 21, 2020
Virtual Meeting conducted via Zoom

ATTENDEES

Karen Ellison – President
Michelle Shirk – Vice President
Gregg Fuhlenbrock - Secretary
Marie Gilliland
Corey Campbell

ABSENT

Dave Decker
Scott Siefker

ALSO IN ATTENDANCE

Fonda Owens – Director
Mark Phillips - Legal Counsel
Zack Benedict – MKM
Cindy Lane, Treasurer
Ann Shaffer

CALL TO ORDER

President Karen Ellison called the meeting to order at 6:35 PM.

PUBLIC FORUM

President Ellison called for questions or comments from the public. There were none.

CONSENT AGENDA

President Ellison called for a motion to approve the consent agenda as follows:

Minutes of the April 16, 2020 Board of Trustees Meeting
Manager Reports
Financial Report
Approval and Payment of Claims ---per APV Batch May 21, 2020

Marie Gilliland moved and Gregg Fuhlenbrock seconded to approve the consent agenda as presented.

President Karen Ellison asked Ann Shaffer to call for the vote by roll call.

Vote taken by roll call:

Corey Campbell	Yes
Marie Gilliland	Yes
Gregg Fuhlenbrock	Yes
Karen Ellison	Yes
Michelle Shirk	Yes

Motion carried.

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REPORTS

Director

Director Fonda Owens reported she has been working with the Administrative Team to prepare the Library to move into Phase 2 of the Governor's Back on Track Plan with a focus on cleaning and social distancing and providing staff with facial masks, hand sanitizer and training. Curbside pickups also started with this phase. Phase 3 is planned for early June with the Library opening to the public with limited services.

Ms. Owens also has been working with MKM on the Telephone Building renovation plans.

Gregg Fuhlenbrock asked if an audit of the IT Department will be conducted by an outside vendor. Director Owens reported that she is currently contacting outside vendors.

Legal Counsel

Mark Phillips reported he has been working with Director Owens and the Administrative Team addressing COVID-19 issues.

Mr. Phillips has also been working with Director Owens on personnel issues and contract language for telephone building bids.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Recommendation for Employee Benefits July 2020-June 2021

Director Owens summarized the proposed health benefits recommendation for the plan year of July 2020 through June 2021. She explained that the dental, eye and life Insurance plans are in the third year of a three year contract, therefore no action is needed at this time.

Gregg Fuhlenbrock moved and Corey Campbell seconded to approve the recommendation to renew the Library's group health insurance plan with United Healthcare at a 3% increase of cost for both Plan Option #1 (Choice + Network) and Plan Option #2 (CORE Network).

President Karen Ellison asked Ann Shaffer to call for the vote by roll call.

Vote taken by roll call:

Corey Campbell	Yes
Marie Gilliland	Yes
Gregg Fuhlenbrock	Yes
Karen Ellison	Yes

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Michelle Shirk Yes
Motion carried.

125 Premium Only Plan Reauthorization

Marie Gilliland moved and Corey Campbell seconded reauthorizing the Section 125 premium-only plan for the library employees.

President Karen Ellison asked Ann Shaffer to call for the vote by roll call.

Vote taken by roll call:

Corey Campbell Yes
Marie Gilliland Yes
Gregg Fuhlenbrock Yes
Karen Ellison Yes
Michelle Shirk Yes
Motion carried.

Recommendation for Changes to Library Hours

Corey Campbell moved and Gregg Fuhlenbrock seconded the recommendation presented by management to change library branch hours to better serve the Kingsford Heights, Union Mills and Hanna communities.

President Karen Ellison asked Ann Shaffer to call for the vote by roll call.

Vote taken by roll call:

Corey Campbell Yes
Marie Gilliland Yes
Gregg Fuhlenbrock Yes
Karen Ellison Yes
Michelle Shirk Yes
Motion carried.

Recommendation for Release of Bids for 807 Indiana Ave

Director Fonda Owens reported to the board on the progress for marketing the 807 Indiana Avenue renovation project. She presented the logo and name for the location which will be called LPCPL Exchange – Connecting People and Ideas.

Zach Benedict with MKM Architects then presented to the board the proposed drawings for renovation of the LPCPL Exchange location.

Gregg Fuhlenbrock moved and Corey Campbell seconded to release the construction bid request for 807 Indiana Ave renovation project.

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President Karen Ellison asked Ann Shaffer to call for the vote by roll call.

Vote taken by roll call:

Corey Campbell	Yes
Marie Gilliland	Yes
Gregg Fuhlenbrock	Yes
Karen Ellison	Yes
Michelle Shirk	Yes

Motion carried.

QUESTIONS OR COMMENTS FROM THE PUBLIC

President Ellison called for questions or comments from the public. There were none.

QUESTIONS OR COMMENTS FROM THE BOARD

President Ellison called for questions or comments from the Board. Gregg Fuhlenbrock commented that he is very pleased with the proposed renovation plans and is happy to see this project moving forward.

ADJOURNMENT

Meeting was adjourned at 7:15pm by President Karen Ellison.