

**La Porte County Public Library
Board of Trustees Meeting
Minutes March 15, 2018**

The Board of Trustees of the La Porte County Public Library met on Thursday, March 15, 2018 at the Main Library.

Present: Dava Buell, President
Scott Siefker
Karen Ellison
Gregg Fuhlenbrock
Marie Gilliland

Absent: James Dermody, Vice-President
Sylvia Smith, Secretary

Also in attendance: Fonda Owens, Director
Mark Lienhoop, Legal Counsel

CALL TO ORDER

President Dava Buell called the meeting to order at 6:33 pm.

PUBLIC FORUM

President Buell called for questions or comments from the public. Director, Fonda Owens, introduced Dawn Bailey, new Finance Manager for the Library.

CONSENT AGENDA

Scott Siefker moved and Karen Ellison seconded to approve the consent agenda as follows excluding the approval of the payment to PBI:

Minutes of the February 22, 2018 Board of Trustees meeting

Manager Reports

Financial Report

Approval and Payment of Claims per APV batch for March 15, 2018

The vote was taken and the motion was carried.

REPORTS

Director's Report

Ms. Owens reported that a resolution of agreement of payment to PBI had been prepared for board approval under Agenda Item 5a.

Ms. Owens has requested funds from the Unity Foundation Account to pay for the vehicle consultant fee. Ms. Owens expects to receive the check the week of March 19th. The consultant met with Susan Bannwart, Branch and Outreach Services Manager and other staff on March 12th.

Ms. Owens reported on the timeline for requesting an additional appropriation from the County Council, beginning in April. MKM Architects and Umbaugh and Associates reviewed the proposed timeline and agreed with the schedule. Umbaugh will also assist with this process by sending all required paperwork and verifying financials.

Ms. Owens also reported that it will be her recommendation to request an additional appropriation from the Operating Fund. She explained that it would be more cost effective to use the Operating Fund and by doing so will not impact the Library's ability to raise the budget levy. Ms. Owens further explained that with approval by the County Council, funds for this additional appropriation could be encumbered in 2018 to spend in 2019 if needed.

Scott Siefker expressed concerns about the public response to this process and the importance of emphasizing that no additional tax monies are being requested. Gregg Fuhlenbrock suggested changing the name of this project to a more appropriate title than renovation of the Telephone Building. Suggestions given included "The Learning Resource Center" project or "C3" – The Community Collaboration Center.

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Legal Counsel

Mr. Lienhoop reported that aside from handling day to day issues last month, Mr. Phillips was involved with the payment agreement to PBI which is ready to be resolved.

UNFINISHED BUSINESS

Agreement with PBI

Marie Gilliland moved to approve the recommendation from Attorney Mark Phillips to close out the contract with PBI and make a final payment in the amount of \$18,924.05, and authorize Director Fonda Owens to sign any final paperwork to expedite this process. The vote was taken and the motion carried 3 to 2 as follows:

Aye – Marie Gilliland, Dava Buell, and Karen Ellison

Nay – Gregg Fuhlenbrock and Scott Siefker.

NEW BUSINESS

Election of Officers

Nominating Chair, Marie Gilliland, moved and Karen Ellison seconded to approve the slate of officers for the 2018-2019 year as follows:

President: Scott Siefker

Vice-President: Dava Buell

Secretary: Karen Ellison

The vote was taken and the motion carried.

Transfer to Rainy Day

Scott Siefker moved and Marie Gilliland seconded to approve the Resolution to Transfer to the Rainy Day Fund from the Operating Fund as follows:

La Porte County Public Library

Resolution to Transfer Funds to the Rainy Day Fund

WHEREAS, the Board of Trustees of the La Porte County Public Library finds that the purposes of the Operating Fund have been fulfilled; and,

WHEREAS, there is remaining in the Operating Fund an unused and unencumbered balance;

NOW THEREFORE BE IT RESOLVED, pursuant to IC 36-1-8-5.1(d) that the Board of Trustees of the La Porte County Public Library hereby transfers the following amounts from the Operating Fund to the Rainy Day Fund for the purpose(s) of repair, remodeling, construction, emergency remediation or for making any other lawful library Operating Fund expenditures.

Budget Year 2017	\$430,000
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The Rainy Day Fund shall be subject to the same appropriation process as other funds that receive tax money.

DULY ADOPTED by the Board of Trustees of the La Porte County Public Library at its regular meeting held on the 15th day of March, 2018 at which meeting a quorum was present.

The vote was taken and the motion carried.

Fee Card

Scott Siefker moved and Gregg Fuhlenbrock seconded to approve the resolution to raise the fee for a Non-Resident card as follows:

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RESOLUTION FOR NONRESIDENT FEE

La Porte County Public Library ("Library")

WHEREAS, IC 36-12-2-25(c) requires that an individual nonresident fee be established for a local library card; and

WHEREAS, the minimum fee that the board may set under the statute is the greater of the following: (1) The library district's operating fund expenditure per capita in the most recent year for which that information is available in the Indiana state library's annual "Statistics of Indiana Libraries" or (2) Twenty-five dollars (\$25).

NOW THEREFORE BE IT RESOLVED, that the nonresident fee is hereby set at \$55.00 for an individual nonresident card; and

BE IT FURTHER RESOLVED that this fee will remain in effect until such time that the library board passes a new nonresident fee resolution.

DULY ADOPTED by the Board of Trustees of the La Porte County Public Library at its regular meeting held on the 15th day of March 2018 at which meeting a quorum was present.

The vote was taken and the motion carried.

Staffing Request

Scott Siefker moved and Marie Gilliland seconded to approve the recommendation to reclassify two positions in Main Library Services and create two Public Service Paraprofessional positions – 1 40 hour and 1 30 hour. The vote was taken and the motion carried.

QUESTIONS OR COMMENTS FROM THE PUBLIC

President Dava Buell called for questions or comments from the public. Mrs. Buell asked Branch and Outreach Services Manager Susan Bannwart to provide a summary of the meeting with the vehicle consultant, which she did.

COMMENTS FROM THE BOARD

President Dava Buell called for comments from board members. There were none.

ADJOURNMENT

Scott Siefker moved and Karen Ellison seconded to adjourn the meeting at 7:12 pm. The vote was taken and the motion carried.