

**La Porte County Public Library
Board of Trustees Meeting
Minutes May 24, 2018**

The Board of Trustees of the La Porte County Public Library met on Thursday, May 24, 2018 at the Main Library.

Present: Scott Siefker, President
 Dava Buell, Vice-President
 Karen Ellison, Secretary
 Marie Gilliland
 James Dermody
 Sylvia Smith

Absent: Gregg Fuhlenbrock

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

CALL TO ORDER

President Scott Siefker called the meeting to order at 6:33 pm.

PUBLIC FORUM

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

CONSENT AGENDA

James Dermody moved and Sylvia Smith seconded to approve the consent agenda as follows:
Minutes of the April 26, 2018 Board of Trustees meeting
Department Reports
Financial Report
Approval and Payment of Claims per APV batch for May 24, 2018.

The vote was taken and the motion was carried.

REPORTS

Director's Report

Ms. Owens reported on the progress to date with the job evaluation process. The outcomes from this process will include updates to job descriptions and evaluation of the information regarding job classifications and compensation.

Ms. Owens hosted the Directors of Large Public Libraries meeting on May 3 and 4. Fifteen directors attended and all were very complimentary of the library facilities.

Ms. Owens has been working with Branch and Outreach Services Manager Susan Bannwart on the specifications for the Mobile Library and Science bus.

Ms. Owens reported on her conversation with a representative from the Smithsonian Institute regarding the trademark infringement issue with Spark Labs. There is a possibility that the Library may be able to partner with Smithsonian and our Spark Labs and she is waiting on further details.

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Ms. Owens summarized her contact with Umbaugh regarding the additional appropriation process and early payment of the bond. There is the possibility of paying the bond off earlier than the due date but the first opportunity to do that does not come up until 2025. When considering this option, the library's cash reserves must be taken into account so as to maintain a good bond rating. Umbaugh will provide a summary of their recommendations in writing.

Legal Counsel

Mr. Phillips reported that the lawsuit filed by La Porte County regarding certain land acquisition by the library has been withdrawn.

UNFINISHED BUSINESS

There was no unfinished business to consider.

NEW BUSINESS

Recommendation for Employees Benefits July 2018 – June 2019

Karen Ellison moved and Marie Gilliland seconded to approve the employee benefits recommendations as follows:

- Health Insurance – renew the current plan offering with United Health Care
- Dental Insurance – renew the current plan offering with Principal
- Vision Insurance – renew the current plan offering with EyeMed
- Life Insurance – renew coverage with Principal but increase the benefit to \$50,000
- WellPorte Health Clinic – renew annual contract with Workforce Health at its renewal due date.

The vote was taken and the motion carried.

Resolution for Section 125 Premium Only Plan

Sylvia Smith moved and Karen Ellison seconded to adopt the Resolution for a Section 125 Premium Only Plan for the plan year July 2018 through June 2019. The vote was taken and the motion carried.

Recommendation for Changes in Location Hours

Dava Buell moved and Sylvia Smith seconded to approve the recommendation to expand summer hours at Kingsford Heights Branch by an additional 5 hours per week and expand hours at various locations for e-learning days for the 2018-2019 school calendar. The vote was taken and the motion carried.

Recommendation to Seek Additional Appropriation

James Dermody moved to authorize Director Fonda Owens to pursue an additional appropriation of the Operating Fund for the renovation of the building located at 807 Indiana Avenue, proposed name to be The Learning Exchange. Marie Gilliland seconded the motion. The vote was taken and the motion carried.

Recommendation to Use Unity Funds for Vehicle Purchase

The consensus of the board was to postpone action on this recommendation until the June meeting and to authorize Ms. Owens to send out the bid specs for the vehicles to the board for review prior to the June meeting.

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Recommendation to Use Construction Management Services

Dava Buell moved and Marie Gilliland seconded to authorize Ms. Owens to seek requests for proposals for construction management services for various capital projects. The vote was taken and the motion carried.

QUESTIONS OR COMMENTS FROM THE PUBLIC

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

COMMENTS FROM THE BOARD

President Scott Siefker called for comments from the board. There were none.

President Siefker adjourned the meeting at 7:13 PM