

LA PORTE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES February 21, 2019

ATTENDEES

Scott Siefker - President
Dava Buell – Vice-President
Karen Ellison - Secretary
Dave Decker
Sean Quinn

ABSENT

Gregg Fuhlenbrock
Marie Gilliland

ALSO IN ATTENDANCE

Fonda Owens - Director
Mark Phillips - Legal Counsel
Cindy Lane - Treasurer

CALL TO ORDER

President Scott Siefker called the meeting to order at 6:30 PM.

PUBLIC FORUM

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

President Siefker called for a motion to amend the agenda to add item 6d – property located on Water Street in Union Mills. Dave Decker moved and Karen Ellison seconded the motion to amend the agenda as presented. The vote was taken and the motion carried.

CONSENT AGENDA

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

Minutes of the January 17, 2019 Board of Trustees Meeting
Minutes of the January 17, 2019 Board of Finance Meeting
Manager Reports
Financial Report
Approval and Payment of Claims ---per APV Batch dated February 21, 2019

Karen Ellison moved and Dava Buell seconded. The vote was taken and the motion carried.

REPORTS

Director's Report

Director Owens reported that she is working on an updated report for the board of a 5 year financial history which will show the flow of revenues and the availability for spending for capital projects. This report will be ready for the March board meeting.

Ms. Owens provided a report on her participation on the ILF Board and some of the proposed legislation that would impact libraries. Of particular interest is SB65 which would require criminal background checks of library employees. Our library does background checks on staff and volunteers who regularly work with children and young adults. The bill would also require finger printing which our library currently does not require.

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HB1001 is a bill that would provide funding for internet connectivity through the State's Internet service provider. Our library does not use the state's service due to our ability to obtain service locally and at a much lower cost.

HB1343 would give County Councils the option to establish binding review of library budgets. The bill passed out of the house by a vote of 62-34 and will now move to the senate. Ms. Owens explained that there are some questions with the bill for libraries that have service districts in more than one county, and which county would have the binding review. Ms. Owens is concerned that the bill has no provision for requiring county councils to notify library units whether they require binding review or not. She expressed to the board the importance of communicating to the public what libraries mean and do in our community. She will be attending a legislative day at the State House on March 12th. If any board members had questions or concerns about any of these bills they should contact her so that she can relay those concerns down state.

Ms. Owens reported that all required annual reports have either been submitted or are ready to submit prior to the deadlines. Ms. Owens will provide copies of the reports to the Board. Mr. Quinn requested that Ms. Owens forward a couple years of past reports as well for comparison purposes.

Legal Counsel

Mark Phillips reported that it was a quiet month. He worked with Fonda Owens on the roofing contract warranty and had put together some language to forward to the contractor for their review.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Request to Reduce Cash Drawer Balances

Sean Quinn moved and Karen Ellison seconded to reduce the total of cash bases for the Main Library to \$135 and make all three drawers the same base of \$45 per drawer. The vote was taken and the motion carried.

Project Planning at 904 Indiana Avenue Location

Concrete work

Dava Buell moved and Karen Ellison seconded to authorize Director Owens to seek bids for replacement of a concrete pad on the Predd property and for concrete installation in sections of the tree lawn on Indiana Avenue. Mr. Quinn asked whether Ms. Owens had an estimated cost for both projects. Ms. Owens stated that initial estimates from the architect were in the range of about \$25,000. With no further comments or questions the vote was taken and the motion carried.

Outdoor Seating

Dave Decker moved and Dava Buell seconded to authorize Director Owens to seek quotes for additional outdoor furniture at the Main Library. The vote was taken and the motion carried.

Parking

Karen Ellison moved and Dava Buell seconded to authorize Ms. Owens to work with MKM to explore options for additional parking at the Main Library. The vote was taken and the motion carried.

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Window Replacement

Dave Decker moved and Karen Ellison seconded to authorize Ms. Owens to explore options for window replacement for 904 Indiana Avenue. The vote was taken and the motion carried.

**Project Planning at 807 Indiana Avenue
Renovation**

A discussion was held regarding the status of the renovation plans for 807 Indiana Avenue. Ms. Owens reported that the asbestos removal is scheduled to get done in April. She explained that phasing the project would be more costly than trying to obtain the full funding via additional appropriation to do the project all at once. Ms. Owens reported that there aren't detailed plans for the building at this time and she could seek more of a detail design from the architect that would include updated cost estimates.

Mr. Decker reported that he had been in contact with a few council members regarding the Responsible Bidder Ordinance. Those council members expressed their willingness to consider revising their ordinance to include a higher threshold of \$150,000. President Siefker stated that he would be in favor of having a dialog with a few county council members to talk in more detail about the differences with the county's RBO and the Library's Responsible Bidder Resolution.

Ms. Owens stated that she would like to do a side by side comparison of the two resolutions in preparation for the March board meeting, and that would also provide time to consider rolling other projects into the additional appropriation process.

Mr. Quinn reported that he had also been in contact with council members. He commented that the discussion of the Responsible Bidder Resolution and the projects are somewhat independent of each other. He would also be in favor of addressing this at the March meeting and working out any differences between the two resolutions.

Mr. Decker suggested that the Board meet earlier for the March board meeting to have this discussion. Ms. Owens suggested meeting at 6:00.

Project at Union Mills Storage Building

Mr. Decker reported that he had contacted Steve Swanson with the Union Mills Conservation Club and he expressed interest in obtaining the property on Water Street. Following discussion, Dave Decker moved and Karen Ellison seconded to authorize Ms. Owens to explore the transfer of the Water Street property in Union Mills to the Conservation Club. The vote was taken and the motion carried.

QUESTIONS OR COMMENTS FROM THE PUBLIC

President Siefker called for questions or comments from the public. Public Relations Professional Kristi Chadderdon reported to the board that the Library has lawn signs and license plate covers to distribute to community members and invited board members to take some of the signs.

QUESTIONS OR COMMENTS FROM THE BOARD

President Siefker called for questions or comments from the Board. He confirmed that the next meeting would be held on March 21st, and the time would be 6:00 PM.

ADJOURNMENT

President Siefker adjourned the meeting at 7:53 PM.