

LA PORTE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES January 21, 2021
Virtual Meeting conducted via Zoom

ATTENDEES

Karen Ellison – President
Michelle Shirk – Vice President
Corey Campbell
Dave Decker
Scott Siefker

ABSENT

Gregg Fuhlenbrock – Secretary
Marie Gilliland

ALSO IN ATTENDANCE

Fonda Owens – Director
Jim Kaminski and Anthony Novak - Legal Counsel
Cindy Lane -Treasurer

CALL TO ORDER

President Ellison called the meeting to order at 6:33 PM.

PUBLIC FORUM

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

Michelle Shirk moved to approve the consent agenda as presented. Scott Siefker stated that the Board first needed to amend the meeting agenda. Michelle Shirk then withdrew her motion to approve the consent agenda.

Scott Siefker moved to amend the meeting agenda to add item 5c under Old Business – Authorization for Executive Director to Obtain an Appraisal for purchase of Real Property. Dave Decker seconded the motion.

President Ellison called for the vote by roll call.

Karen Ellison	Aye
Corey Campbell	Aye
Dave Decker	Aye
Scott Siefker	Aye
Michelle Shirk	Aye

Motion carried.

CONSENT AGENDA

President Ellison called for a motion to approve the consent agenda as follows:
Minutes of the December 17, 2020 Board of Trustees Meeting
Memorandum of Minutes of the Thursday, January 21, 2021 Executive Session
Manager Reports
Financial Report
Approval and Payment of Claims ---per APV Batch January 21, 2021

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Michelle Shirk moved and Dave Decker seconded to approve the consent agenda as presented.

President Ellison called for the vote by roll call.

Karen Ellison	Aye
Corey Campbell	Aye
Dave Decker	Aye
Scott Siefker	Aye
Michelle Shirk	Aye

Motion carried.

REPORTS

Director

Director Owens reported that the construction project for the Exchange building is continuing to progress. She invited Board members to take a tour of the building and to contact her with their availability.

Ms. Owens began working on a spreadsheet for the feasibility study which she included in the Board packet. She is still working on the formatting of the report.

Ms. Owens reported that she contacted MCLS (Midwest Collaborative Library Services) about a strategic planning proposal which she included in the Board packet for their review.

Ms. Owens reported that she shared the succession planning document with Administrative Team members and had them complete the form as Ms. Owens had done previously. She will then work with the team to work down into the professional level positions as part of the succession planning process.

Ms. Owens communicated with Tom Casey, City Planner about issuing the permits for the demolition of 805 Harrison St. and 912 Indiana Ave. Ms. Owens reported that some remediation is needed at the 912 Indiana Ave before demolition can take place.

Legal Counsel

Jim Kaminski and Anthony Novak introduced themselves to the Board as legal counsel for the Library. They reported they are both getting fully acquainted with the Library business as well as working on some of the issues with the Exchange Building construction and the 805 Harrison St. property. Ms. Owens also shared the responsible bidder document with the legal counsel and they are reviewing the statute along with the document.

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UNFINISHED BUSINESS

Feasibility Study

Ms. Owens further explained her spreadsheet of the projects outlined in the feasibility study and working on formatting it more to fit with the State Library's Strategic Plan schedule for 2022 through 2024. The spreadsheet is a work in progress and she will have it more fully formatted for the February Board meeting. She explained that no action by the Board was required at this time. Mrs. Ellison asked if the projects will happen in the current order listed. Ms. Owens explained that it is her plan to group projects in a way that makes the most sense for bidding the work efficiently.

Exchange Building Progress--Electrical Service

A discussion was held regarding information about the location of the transformer for the Exchange Building that had been reported to Ms. Owens, Board member Scott Siefker, and legal counsel since the last Board meeting. Following discussion, Scott Siefker moved and Dave Decker seconded to authorize Director Fonda Owens to sign a change order for the placement of a pad mount transformer on the North side of the Exchange Building location in an amount not to exceed \$55,000.

President Ellison called for the vote by roll call.

Karen Ellison	Aye
Corey Campbell	Aye
Dave Decker	Aye
Scott Siefker	Aye
Michelle Shirk	Aye

Motion carried.

Authorization for Executive Director to Obtain an Appraisal for Purchase of Real Property

Scott Siefker moved and Corey Campbell seconded to authorize Director Fonda Owens to obtain an appraisal for the purchase of real property.

President Ellison called for the vote by roll call.

Karen Ellison	Aye
Corey Campbell	Aye
Dave Decker	Aye
Scott Siefker	Aye
Michelle Shirk	Aye

Motion carried.

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NEW BUSINESS

Revisions to the LPCPL Responsible Bidder Resolution

President Ellison expressed the need to have time to consider revisions and to allow legal counsel time to fully review the resolution as well as the City's ordinance. Dave Decker moved and Corey Campbell seconded to table any action on revisions to the Bidder Resolution at this time.

President Ellison asked for the vote by roll call.

Vote taken by roll call:

Karen Ellison	Aye
Corey Campbell	Aye
Dave Decker	Aye
Michelle Shirk	Aye
Scott Siefker	Aye

Motion carried.

Strategic Planning Process

Ms. Owens got two proposals from MCLS (Midwest Collaborative Library Services) to provide services for the strategic planning process for Board consideration. She will ask the Board for action at the February Board meeting.

Nominating Committee for Election of Board Officers 2021

President Ellison asked for volunteers for the Nominating Committee for Board Officers for 2021. Michelle Shirk and Corey Campbell agreed to serve.

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. There were none.

ADJOURNMENT

Michelle Shirk moved and Scott Siefker seconded to adjourn the meeting.

President Ellison asked for the vote by roll call.

Vote taken by roll call:

Karen Ellison	Aye
Corey Campbell	Aye
Dave Decker	Aye
Michelle Shirk	Aye
Scott Siefker	Aye

Motion carried.

President Ellison adjourned the meeting at 7:42pm.