

Greenwood Public Library
Board of Trustees Meeting
October 10, 2017

Attendees: Lori Feller, Carmen Madsen, Karen Grizzle, BJ Nowacki, John Stelljes, Mike Crumbo
Cheryl Dobbs, Lynn Johnson, Kevin Hoover

Call to Order: Lori Feller called the October 2017 meeting of the Greenwood Public Library Board of Trustees to order at 5:30 p.m. Mike Crumbo let the Pledge of Allegiance and John Stelljes conducted the invocation.

Minutes of Previous Meeting: Lori Feller asked if there were any additions or corrections to the September minutes. Hearing none, she asked for a motion to approve the minutes. Carmen Madsen moved to approve the September minutes, John Stelljes seconded and the minutes were approved by unanimous voice vote.

Old Business:

Board Correspondence: Cheryl Dobbs noted that the board has received notice from the Greenwood Clerk's Office that tax abatements have been granted to Scannell Properties and Becknell Industrial for improvements to properties for commercial development.

Attorney's Update: There was no attorney's update.

Finance Committee Report: Mike Crumbo reported that the Finance Committee met on October 5, 2017. All accounts were balanced with appropriations. Actual spending was 67%, 75% of the way through the year. Issues are continuing with the HVAC system. Electric and gas spending is below last year, but the original savings projections are yet to be realized. A new service company is assessing adjustments that will bring the system to its full potential.

New Business:

Remodeling Contracts: Cheryl Dobbs distributed a quotation from CiSolutions for the improvements to the Children's Department. While the quotation totaled \$148,188.15, Cheryl noted that two planned changes would reduce the total amount. Only one learning tree will be installed and the interactive items in the toddlers' area will not be custom built. There was a full discussion of the details of the quotation and planned changes. Carmen Madsen moved to approve the quotation, not to exceed the quoted amount, Mike Crumbo seconded and the quotation was approved by unanimous voice vote.

Holiday Schedule for 2018: Cheryl Dobbs presented two versions of the Holiday Schedule 2018. The difference was the addition of November 24, the day after Thanksgiving. There have been few patrons on that day, in the past. Mike Crumbo

moved to approve the Holiday Schedule 2018, with the addition of November 24, Karen Grizzle seconded and the schedule was approved by unanimous voice vote.

Board Meeting Schedule for 2018: Cheryl Dobbs presented two versions of the 2018 Board of Trustees Meetings schedule. While the dates were the same, one schedule indicated meetings beginning at 5:30 p.m. and the other schedule with meetings beginning at 6:00 p.m. The library should be represented at the Greenwood Redevelopment Commission meetings, which begin at 4:30 p.m. on the same days as the board meetings. Carmen Madsen moved to approve the 2018 Board of Trustees Meetings schedule, with meetings beginning at 6:00 p.m., Karen Grizzle seconded and the schedule was approved by unanimous voice vote.

Revision to 2017 Holiday Schedule: Cheryl Dobbs reported that the library would like to change the observance of Veterans Day from November 10 to November 17. This holiday is used by library staff for an in-service day. Also, the library would like to close early on December 14 for a Christmas party. Mike Crumbo moved to approve the recommended changes to the 2017 Holiday Schedule, Karen Grizzle seconded and the motion was approved by unanimous voice vote.

Budget Adoption: Mike Crumbo moved to approve the 2018 Library Budget, Carmen Madsen seconded and the 2018 Greenwood Public Library Budget was approved by signature.

Review of Accounts Payable and Treasurer's Report: Carmen Madsen noted that all liabilities have been recognized, checks written and payments will be made on time. She moved to approve the Treasurer's Report, John Stelljes seconded and the Treasurer's Report was approved by signature.

September Reports:

Director's Report: Cheryl Dobbs reported that the attendance for "Booked for the Evening" was the largest yet. The \$13,000 of donations and pledges was also the most of any previous event. The management team took a trip to the Kendallville Public Library to observe the use of a word-based catalog system. A problem occurred during the month. A patron posted a negative report about the library on social media, which was shared extensively. After meeting with the patron and resolving the problem, the patron deleted the posting. The quarterly financial report indicates continued, controlled spending. A new HVAC company has effected changes to the controls unit, which is showing improvements.

Development Report: Cheryl reported for Jane Weisenbach. Several significant donations for the art piece were received during "Booked for the Evening." It now appears that private donations and a contribution from the Friends will fully fund the project.

Department Reports: Department managers reported on highlights from September.

Other Business: Cheryl noted that this is the last board meeting for John Stelljes. John and his family are moving to Minnesota. John has accepted a calling to a church near Minneapolis.

Adjournment: Lori Feller adjourned the meeting at 6:23 p.m.

Respectfully submitted,

Mike Crumbo
Secretary