



BOARD MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES
Tuesday March 16, 2021 at 6:32 PM
Meeting was held via Zoom video conference due to COVID-19 restrictions.

Call to Order: Ashley Jenkins

Roll Call & Declaration of Quorum: Ashley Jenkins

Present: Ashley Jenkins, Lola Halterman, Kittie Masters, Julie Wilson, Catherine Witsman, and Libby Wyatt were in attendance.

Absent: Michael Frischkorn

Others Present: Director Melissa Dragoo, Business Manager/Treasurer Gale Jacobi.

Approval of Meeting Minutes: Motion was made to approve the February 16, 2021 meeting minutes by L. Halterman. Second was made by J. Wilson. Motion carried 6-0. Motion was made to approve the revised January 19, 2021 executive session minutes by L. Wyatt and seconded by L. Halterman. Motion passed 6-0.

Treasurer's Report:

- **Voucher reports:** Approve February 2021 vouchers/check register/disbursements #32-56 totaling \$23,175.25 for payment. Payroll/Personnel: 2 payrolls totaling \$13,449.16.
- **Receipts reports:** Total February receipts #7-11 of all funds is \$34,603.48. The Operating Fund Receipts were \$32,130.37 and Payroll Withholdings receipts were \$2,473.11.
- **Financial Report/Investment Report/Bank Balances as of 2/28/21:** the balance of all funds is \$481,020.52. The Fund Audit Report, Bank Audit Report, and GBC transaction account monthly balances are available for review.
- G. Jacobi asked that board members come into the library to sign past voucher list and meeting minutes, where applicable.
- Motion was made to approve the February Finances report by C. Witsman. Second was made by J. Wilson and passed 6-0.

New Librarian Introduction: Katie Noonan, previously with Eckhart Public Library and Yorktown Public Library, will start April 5.

Director's Report:

- 2020 Annual Report
- Launch of new email accounts and purchasing new firewall.
- Firming up summer programming and outreach to schools
- Fire Marshall

New Business:

- Library Specialist position/promotion. Motion was made to approve by J. Wilson and second by K.



Masters. Motion passed 6-0.

- Additional Assistant replacement for a May/June start. Motion was made to approve by C Witsman and second by L. Wyatt. Motion passed 6-0.
- Representatives Paige Sansone and Ryan Fetters from Baker & Tilly presented the financial services that they offer.
- Potential candidate and qualifications for the board.
- Timeframe of library operating at full hours, not impacted by COVID.

Public Comment: none

Board Comments: none

Adjourn: The meeting adjourned at 8:09 PM.

Next Board Meeting: Tuesday April 20, 2021 at 6:30 PM.