



**BOARD MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES**  
**Tuesday May 18, 2021 at 6:36 PM**  
**Meeting was held in person with Zoom video conference option.**

**Call to Order:** Ashley Jenkins

**Roll Call & Declaration of Quorum:** Ashley Jenkins

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

**Absent:** none

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

**Approval of Meeting Minutes:** Motion was made to approve the April 20, 2021 meeting minutes by J. Wilson. Second was made by L. Halterman. Motion carried 6-0.

**Treasurer's Report:**

- **Voucher reports:** Approve April 2021 vouchers/check register/disbursements #86-118 totaling \$42,828.57 for payment. Payroll/Personnel: 3 payrolls totaling \$22,843.77.
- **Receipts reports:** Total February receipts #21-30 of all funds is \$40,035.44. The Operating Fund Receipts were \$35,840.10 and Payroll Withholdings receipts were \$4,195.34.
- **Financial Report/Investment Report/Bank Balances as of 4/30/21:** the balance of all funds is \$485,965.01. The Fund Audit Report, Bank Audit Report, and GBC transaction account monthly balances are available for review.
- **Appropriation Resolution for Changes to Appropriation** – Need to appropriate \$250.00 toward Legal Services (#431.3) from Other Professional Services (#431.4).
- Presented credit card activity report, which will be part Treasurer's report going forward.
- Motion was made to approve the April Finances report by C. Witsman. Second was made by K. Masters and passed 7-0.
- Motion to approve April 2021 appropriation resolution of \$250.00 made by J. Wilson. Second was made by L. Halterman. Motion carried 7-0.

**Director's Report:**

- First curb-side pickup, positive feedback from patron
- Summary update of grant applications, outreach, especially at the schools, and program planning
- Inventory of local history for Indiana Memory Project is almost complete.
- IT RFP – deadline June 1



**Old Business:**

- **Reopening Plan:** K. Masters, L. Halterman and J. Wilson served on the committee for reopening proposal. Motion was made to approve the plan by K. Masters, second by L. Halterman. Motion passed 7-0.
- **New Board Member:** open posting made available on-line. L. Halterman made motion to recommend Becky Hiday to the County Commissioners for the position that will be vacated by L. Wyatt and for G. Jacobi to execute the administration. Second by J. Wilson. Motion passed 7-0.
- **Additional Assistant:** job has been posted, hoping for June hire date.

**New Business:**

- **Non-resident Fee:** K. Masters made motion to reduce the fee to \$35/year. Second by J. Wilson. Motion passed 7-0.
- **Virtual Board Meetings:** M. Dragoo provided guidelines from Indiana State Library and will work on draft proposal for next meeting.

**Public Comment:** none

**Board Comments:**

- L. Wyatt commented about construction concern for the little library post in downtown Fortville, but it belongs to Fortville Action.

**Adjourn:** The meeting adjourned at 7:52 PM.

**Next Board Meeting: Tuesday June 15, 2021 at 7:00 PM.**