



**BOARD MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES
Tuesday November 16, 2021 at 6:33 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, Becky Hiday, Lola Halterman, Kittie Masters, Julie Wilson, and Catherine Witsman were in attendance.

Absent: none

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

Unfinished Business:

- **kRM**
Presentation of their analysis of current facility and how FVTPL compares to similar libraries/communities and what specs and requirements should be considered for the future.
- **Mike Reuter**
Announced the excess levy appeal was approved in the amount of \$4,603.

Approval of Meeting Minutes:

Postponed and moved to December board meeting agenda.

Treasurer's Report:

- **Voucher reports:** Approve October 2021 vouchers/check register/disbursements #271-307 totaling \$53,102.00 for payment. Payroll/Personnel: 3 payrolls totaling \$25,485.81.
- **Receipts reports:** Total October receipts #77-84 of all funds is \$40,785.14. The Operating Fund Receipts were \$36,066.29 and Payroll Withholdings receipts were \$4,718.85
- **Financial Report/Investment Report/Bank Balances as of 10/31/21:** the balance of all funds is \$513,769.63. 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 \$1,770.33 toward Unemployment Compensation (#413.2), Equipment (#437.2), Periodicals (#445.2) from Salary (#411.1) & Equipment (#436.2), Nonprinted Materials #445.4).
- Motion to approve October 2021 appropriation resolution of \$960.39 made by B. Hiday. Second was made by J. Wilson. Motion carried 6-0.
- Motion was made to approve the October Finances report by L. Halterman. Second was made by C. Witsman and passed 7-0.

Director's Report:

- New library assistant hired. Part-time worker started.

