



**PUBLIC HEARING MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES to ADOPT the 2022 BUDGET
Tuesday September 21, 2021 at 6:30 PM
Meeting was held in person and with Zoom video conference option.**

Public Hearing opened by A. Jenkins

Present: Michael Frischkorn, Ashley Jenkins, Lola Halterman, Becky Hiday, Kittie Masters, Julie Wilson, and Catherine Witsman

Others Present: Director Melissa Dragoo (via Zoom), Business Manager/Treasurer Gale Jacobi (via Zoom), Librarian Katie Noonan, Financial Consultant Mike Reuter (FSG)

M. Reuter's Report:

Form 1 – Notice of Adoption filled out with DLGF on 8/16/21 and entered in Gateway.

Form 3 – Notice to Taxpayers of Public Hearing was filed on this date. (Advertising submitted 8/24/21).

2022 Budget Proposal presented - **\$443,800.00**

Public comment: none

Public Hearing closed at 6:32 PM.



BOARD MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES
Tuesday September 21, 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 (departed 6:46pm), Ashley Jenkins, Lola Halterman, Becky Hiday, Kittie Masters, Julie Wilson, and Catherine Witsman were in attendance.

Absent: none

Others Present: Director Melissa Dragoo (via Zoom), Business Manager/Treasurer Gale Jacobi (via Zoom), Librarian Katie Noonan, Financial Consultant Mike Reuter (FSG).

New Business:

- **2022 Growth Appeal and Updated Fiscal Plan**, Mike Reuter
Non-Farm Personal Income grew +4.3%, which positively impacts 2022 budget
Certified Distributions from Countywide Collections only increased +0.5%, so LIT growth is smaller
Certified Assessed Value for Vernon Township increase +9.98% for 2022.
Concern: David Gray, Hancock County Public Library, has raised issue that 40 parcels in Buck Creek Township (annexed by McCordsville) should belong to HCPL.
General Fund: Forecasting Budget of \$443,800 with Ending Cash Balance of \$328,428.
Estimated 2020 Census 10-year Growth: FVTPL +41.89% vs HCPL +8.38%

Motion was made to file Petition to Appeal for Increase Above the Maximum Levy by L. Halterman, second by J. Wilson. Motion passed 6-0 with M. Frischkorn support.

Approval of Meeting Minutes:

C. Witsman commented that 8/21 agenda item regarding who approves appropriations changes is open issue again.

Motion was made to approve the August 17, 2021 meeting minutes by J. Wilson. Second was made by B. Hiday. Motion carried 6-0.

Motion was made to approve the September 7, 2021 executive session and public meeting minutes by B Hiday. Second was made by K. Masters. Motion carried 6-0.

Treasurer's Report:

- **Voucher reports:** Approve August 2021 vouchers/check register/disbursements #213-242 totaling \$40,662.96 for payment. Payroll/Personnel: 2 payrolls totaling \$17,241.60.
- **Receipts reports:** Total February receipts #58-68 of all funds is \$35,947.39. The Operating Fund Receipts were \$32,742.80 and Payroll Withholdings receipts were \$3,204.59.



- **Financial Report/Investment Report/Bank Balances as of 8/31/21:** the balance of all funds is \$530,593.80. 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 \$1,878.54 toward Unemployment Compensation (#413.2), Equipment (#437.2) & Periodical, etc. (#445.2) from Salary (#411.1), Real Estate (#437.1) & Office Supplies (#421.3).
- Motion was made to approve the August Finances report by C. Witsman. Second was made by L. Halterman and passed 6-0.
- Motion to approve August 2021 appropriation resolution of \$1,878.54 made by C. Witsman. Second was made by J. Wilson. Motion carried 6-0.

Director's Report:

- Update on work environment due to COVID
- Appeal hearing for unemployment filing not scheduled yet
- Consortium will purchase content on platform for member libraries to use
- Technology: Fax line improved. First draft of Web Design coming.
- Total grants received this year: \$47, 171.

Old Business:

- **krM Feasibility Study Update**

Kick-off meeting held, with board members and library staff, to discuss all possibilities for present and future state

krM will begin outreach to Towns, Schools and other community members (TBD)

New Business:

- **Part-time staff member**

Motion was made to approve addition of part-time position and publicly post position by J. Wilson, second by B. Hiday. Motion passed 6-0.

- **Behavior Policy and Employee Handbook Updates**

Subcommittee M. Frischkorn, A. Jenkins, C. Witsman with M. Dragoo worked on updates.

Motion was made to approve the Behavior Policy by L. Halterman, second by K. Masters. Motion passed 6-0.

Motion was made to approve the Employee Handbook by C. Witsman, second by L. Halterman. Motion carried 6-0.

- **Declare Surplus Items:**

Motion was made to declare list of 8 items as surplus by B. Hiday, second by J. Wilson. Motion passed 6-0.

- **Covid Plan Policy:**

Motion was made to approve the new updates to Covid Plan Policy by A. Jenkins, second by B. Hiday. Motion passed 6-0.

