



BOARD MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES
Tuesday July 19, 2022 at 6:31 PM

Call to Order: Julie Wilson

Roll Call: Julie Wilson

Present: Tonya Galbraith, Lola Halterman, Rebecca Hiday, Ashley Jenkins, Kittie Masters, Julie Wilson and Catherine Witsman were in attendance.

Absent: none

Others Present: Director Melissa Loiselle and Business Manager Gale Jacobi

Approval of Meeting Minutes: Motion was made to approve the June 21, 2022 board meeting minutes by L. Halterman. Second was made by K. Masters. Motion carried 7-0. Motion was made to approve the July 11, 2022 emergency meeting minutes by L. Halterman. Second was made by A. Jenkins. Motion carried 4-0.

Treasurer's Report:

- **Voucher reports:** Approve June 2022 vouchers/check register/disbursements #164-195 totaling \$59,318.15 for payment. Payroll/Personnel: 2 payrolls totaling \$18,365.24.
- **Receipts reports:** Total June 2022 receipts #51-58 of all funds is \$51,861.16. Payroll Withholdings receipts were \$3,637.89.
- **Financial Report/Investment Report/Bank Balances as of 6/30/22:** the balance of all funds is \$507,027.38. The Fund Audit Report, Bank Audit Report, and GBC transaction account monthly balances are available for review.
- M. Loiselle mentioned that Town of McCordsville will vote on the additional appropriation at the August monthly meeting. These funds will be used for the HVAC expenses and future expenses tied towards the new building project.
- G. Jacobi will file the 2nd quarter finance reports with the State at the end of the month.
- Motion was made to approve the June 2022 Financials report by K. Masters. Second was made by J. Wilson and passed 7-0.

New Business

- **HVAC Update:** Signed contract with Perfection Heating, Air Conditioning and Refrigeration to do repairs for both units but waiting on parts. Still waiting for Muegge Plumbing & Heating to provide copies of prior performance checklists; no longer contracted for maintenance. Received proposal from Perfection to do regular maintenance (2x/year). Good Guys have negotiated down their price to \$3,625 for their service (which resulted in the breakage). M. Loiselle will seek Legal advice.
- **Fine-Free Resolution:** M. Loiselle presented the revised Library Fines Policy, which would implement the fine-free policy for overdue books, and the Library Fee Schedule, reflecting removal of overdue fees and printing charge changes. Motion was made to approve the Library Fines Policy by C. Witsman.



Second by R. Hiday and passed 7-0. Motion was made to approve the Library Fee Schedule by J. Wilson and seconded by K. Masters. Motion passed 7-0.

- **FAQ's concerning our independent operations:** M. Loiselle presented an initial draft to answer public's questions, but still working on explaining the financial impact/loss.
- **Name Change Discussion:** One result from the Task Force meeting is the future name for the library to best describe the entire community that we serve. Comments made how best to campaign for change.
- **Task Force Update:** Last task force meeting discussed possible options for where to expand (i.e. Trustee office, potential land near school, Landmark Park, etc.) Discussed other ways to survey the community for continued feedback.

Director's Report:

- Greenfield Reporter printed a story on the Story Walk
- Summer Reading Program ended with 490 sign-ups
- Fall programs being planned
- Receiving positive feedback from patrons on the new catalog system
- Scarlett Lane is new supporting partner, 2023 proceeds from certain sales will go to library
- Parking Lot signs ordered
- Linda Marie Hanson donated \$10K to the library, ½ went directly to the Endowment Fund and the other ½ was given directly to the Library and the use is unrestricted.

Unfinished Business

- **Friends of the Library:** A. Jenkins overseeing collection towards the filing fees for federal/state application.

Public Comment: none

Board Comments: none

Adjourn: The meeting adjourned at 8:11 PM.

Next Board Meeting: Tuesday August 16, 2022 at 6:30 PM.

Submitted: _____ 8/16/2022 Approved: _____ 8/16/2022
Catherine Witsman Julie Wilson