



Kendallville Public Library

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KENDALLVILLE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

December 13, 2022 at 6:00pm

Kendallville Public Library

Meeting Room C

Attending: Sam Zollman, Jeni Ekovich, Kara Huelsenbeck, Beth Friskney, & Deb Blaine

- I. Call to Order
 - a. By Sam Zollman at 6:04pm
- II. Public Forum
 - a. NA
- III. Consideration of Approval of Minutes
 - a. Motion to approve made by Beth Friskney
 - b. Motion seconded by Kara Huelsenbeck
 - c. All approved
- IV. Secretary Pro-Tem
 - a. Beth Friskney
- V. Report of the Librarian
 - a. FOL provided the staff with a festive lasagna lunch and minute-to-win-it games; seems we have some competitors in our midst; \$20 Walmart gift cards and cute little items sewn by LuReign and Anita
 - b. Over 300 patrons attended our Christmas Party
- VI. Finances & Facilities
 - a. FIN
 - i. Motion to approve November finances made by Deb Blaine
 - ii. Motion seconded by Beth Friskney
 - iii. All approved
 - b. Facilities
 - i. The elevator has been out of commission for part of November and all of December but is projected to be fixed by the end of the year
 - ii. No updates on the RFP regarding the roof
- VII. Unfinished Business



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- a. Meeting Room Reservation Policy
 - i. Motion to approve by Beth Friskney
 - ii. Seconded by Jeni Ekovich
- VIII. New Business
 - a. Vote on Emergency Closing Policy
 - i. Motion to approve by Kara Huelsenbeck
 - ii. Seconded by Jeni Ekovich
 - b. Ron Stratman's Truck
 - i. Notes: 'No thank you'
 - c. 2021 SSA Data
 - i. Notes: we paid the correct amount but reported it incorrectly
 - d. 2022 Budget Fiasco
 - i. Notes: no questions were asked; explanation – AVC rolled 2021 budget into 2022 and no one knew it was incorrect until the last two months of the year
 - e. End-of-year employee payout
 - i. Notes: 4.5%
 - ii. Notes: Moved by Beth Friskney
 - iii. Notes: Seconded by Deb Blaine
 - f. 2023 salary table
 - i. Notes: 4% increase in 2023 and then move to a 2% increase in 2024
 - g. 20-Hour Floating Position (Assistant Clerk)
 - i. Notes: Moved to accept the creation of Assistant Clerk Floating Position by Kara Huelsenbeck
 - ii. Seconded by Beth Friskney
- IX. Miscellaneous
- X. Adjournment
 - a. Moved to adjourn at 6:54pm by Beth Friskney
 - b. Seconded by Deb Blaine

The next regular meeting will be held Tuesday, January 10 at Kendallville in Meeting Room 3 at 6:00pm.