

Kendallville Public Library Board of Trustees

Meeting Minutes

February 8, 2022

Large Meeting Room

Limberlost Branch Library

Board Present:

Sam Zollman, President
Anne Tipple, Vice President
Kara Huelsenbeck
Brandi Hicks, Secretary
Jeni Ekovich

Board Absent:

Beth Friskney
Deb Blaine, Treasurer

Others Present:

Katie Mullins
Kim Marti
Sheryl Prentice, Kendallville News-Sun

- I. **Call to Order:** Sam Zollman called the meeting to order at 6:00 P.M.
- II. **Public Forum:** No one from the public spoke at the public forum.
- III. **Consideration of approval of board minutes from January 11, 2022:** Anne Tipple made a motion to approve the board minutes from January 11, 2022. Kara Huelsenbeck seconded the motion and the motion passed.
- IV. **Consideration of approval of board minutes from January 11, 2022 Executive Session:** Anne Tipple made a motion to approve the board minutes from the January 11, 2022 executive meeting. Jeni Ekovich seconded the motion, and the motion was approved.
- V. **Report of Librarian:** Katie Mullins shared that Winter Reading has concluded with over 1200 entries in the Adult Program and 786 total entries in the Youth Program, with 236 individual participants. Inger Bernston has resigned as an Adult Services Assistant and Brittany Logsdon has been hired in her place. Katie Mullins also informed the Board of Trustees about HB1134, the legislation that removes “educational purposes” as a reason to have an item in our collection and states that librarians can be criminally prosecuted for providing materials harmful to minors.
- VI. **Finances & Facilities:**
 - A. **Business Manager Introduction:** Kim Marti was introduced as the new Business Manager.
 - B. **Consideration of Payment of Bills:** Kara Huelsenbeck moved that bills in the amount of \$133,063.74 be paid. Jeni Ekovich seconded the motion, and the motion was approved.
 - C. **HSA Benefit Payment:** Brandi Hicks made a motion to deposit \$800 into each employee HSA account. This will be paid in 2 installments of \$400 each, 1 now and another in July. The new director would receive 1 \$400 payment in July, if they chose to hold an HSA account.

VII. New Business:

- A. Subscription Card Rate:** Jeni Ekovich made a motion to set the 2022-2023 Subscription Card rate at \$85, this is based on our annual spending per capita and is \$9 less than the previous year. Kara Huelsenbeck seconded the motion, and the motion was approved.
- B. Subscription Agreement:** Anne Tipple made a motion to continue the Board's partnership with the Friends of the Library. To purchase a Subscription Card patrons will pay \$40 and the Friends will pay the other \$45. Brandi Hicks seconded the motion, and the motion was approved.
- C. Facility Dog:** The Board concluded that acquiring a facility dog for the Kendallville building would not be wise at this time. They raised concerns about cost, allergies, and daily responsibilities involved with having a dog. It was suggested that the library partner with an organization such as Paws to Read that would bring in dogs for special programming.

VIII. Unfinished Business: Jeni Ekovich made a motion to adjust the current Coronavirus Relief Benefit in accordance with the most current CDC guidelines. Anne Tipple seconded the motion, and the motion was approved.

IX. Miscellaneous: Katie Mullins shared that there was no update on the gas line issue. Katie Mullins passed out potential Executive Director resumes and cover letters to the entire board. The selection committee will consist of Sam Zollman, Brandi Hicks, Anne Tipple, and Jenna Anderson-serving as a community member. Four of the six applicants will be interviewed and then the field will be narrowed to 2 applicants that will meet with the full board. Katie Mullins clarified that we are still waiting for more information about the roof repairs. She also reviewed the inclement weather policy for closing the library.

X. Adjournment: Jeni Ekovich made a motion to adjourn the board meeting at 6:50 P.M. Brandi Hicks seconded the motion, and the motion was approved.

Submitted by Brandi Hicks, Secretary