

Kendallville Public Library Board of Trustees

Meeting Minutes

January 11, 2022

Meeting Room C

Kendallville Public Library

Board Present:

Sam Zollman, President
Anne Tipple, Vice President
Deb Blaine, Treasurer
Kara Huelsenbeck

Board Absent:

Brandi Hicks, Secretary
Beth Friskney
Jeni Ekovich

Others Present:

Katie Mullins
Janice DeLong
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 December 14, 2021:** Deb Blaine made a motion to approve the board minutes from December 14, 2021. Anne Tipple seconded the motion and the motion passed.
- IV. **Consideration of approval of board minutes from December 21, 2021:** Anne Tipple made a motion to approve the board minutes from December 21, 2021 special meeting. Deb Blaine seconded the motion, and the motion was approved.
- V. **Report of Librarian:** Doctor Flenar called Katie Mullins requesting information from the board meeting on December 21, 2021. He was going to have his attorney contact Mr. Yoder, but there is no new information to report currently. A car hit the fire hydrant on library property and then left the scene. Katie contacted Strawser Brothers Construction to repair the hydrant. A police report has been made; a witness had contacted the police to report the accident. There are new fish in the aquarium and the idea of placing a video camera at the tank is being considered. This would allow for virtual viewings of the tank activity for schools and homebound patrons, among many others. There have been twenty-five to thirty home school patrons participating in the monthly home school program, this is a great number for a new program.
- VI. **Finances & Facilities:**
 - A. **Consideration of Payment of Bills:** Kara Huelsenbeck moved that bills dated December 31, 2021, in the amount of \$115,352.17 be paid. Anne Tipple seconded the motion, and the motion was approved. Deb Blaine made a motion to approve the bills dated January

11, 2022, in the amount of \$32,450.18 be paid. Anne Tipple seconded the motion, and the motion was approved.

- B. Board of Finance:** Sam Zollman called the Board of Finance to order at 6:17 P.M.
 - 1. Election of Officers:** Anne Tipple made a motion to elect Deb Blaine as President and Brandi Hicks as Secretary for the Board of Finance. Kara Huelsenbeck seconded the motion, and the motion was approved.
 - 2. Investment Report:** At this time the library has no investments.
 - 3. Publishing Legal Notices:** Deb Blaine made a motion to approve KPC Media to be the publisher for the library's legal notices. Kara Huelsenbeck seconded the motion, and the motion was approved.
 - 4. Depositories:** Anne Tipple made a motion to approve Horizon Bank and Campbell & Fetter Bank as the library's depositories. Kara Huelsenbeck seconded the motion, and the motion was approved.
Deb Blaine made a motion to adjourn the Board of Finance meeting at 6:20 P.M. Kara Huelsenbeck seconded the motion, and the motion was approved.
- C. Advance Draw:** Anne Tipple made a motion to approve resolution 2022-01. Kara seconded the motion, and the motion was approved.
- A. Advanced Payment of Bills:** Deb Blaine made a motion to approve resolution 2022-02. Anne Tipple seconded the motion, and the motion was approved.

VII. New Business:

- A. Preliminary Subscription Card Agreement:** Katie Mullins reminded the board of the Friends of the Library subscription card agreement and asked what information they needed to be able to best make a renewal decision next month, if the Friends also thought it was successful. Katie will get figures for the February board meeting.
- B. Employee Resignation:** Katie Mullins submitted her resignation and has accepted the Executive Director position at the Eckhart Public Library. Deb Blaine made a motion to accept Katie's resignation. Anne Tipple seconded the motion, and the motion was approved.

- VIII. Adjournment:** Ann Tipple made a motion to adjourn the board meeting at 6:37 P.M. Deb Blaine seconded the motion, and the motion was approved.

Submitted by Kara Huelsenbeck, Secretary Pro-Tem.