

**Huntington City-Township Public Library
Board of Trustees
January 20, 2014**

Present: Peggy Caley, Jamie Foday, Wil Kline, Fred Scheiber, Juanita Buzzard, Andy Zay, Director Kathy Holst

Board of Finance Meeting:

- Fred opened the Board of Finance Meeting for election of officers for the Board of Finance for 2014.
 - A. Wil nominated Fred as President; Andy seconded. Wil nominated Juanita as Secretary; Peggy seconded. Andy moved that the nominations be closed. Both motions carried.
 - B. Review of Current Investments Policies: We reviewed our Investment Cash Management Policy and our Library Investment Policy, which are taken right out of the Indiana Code. Andy moved that we accept both policies as presented; Wil seconded; motion carried.
 - C. Review of Current Investments: Andy moved that we accept and recognize the bank balances report for 12/31/2013 as presented; Peggy seconded; motion carried.
- Andy moved to adjourn the Board of Finance Meeting; Juanita seconded; motion carried.

Regular Meeting: Peggy called the meeting to order.

Reading and Approval of Minutes: Wil moved to approve; Fred seconded; motion carried.

Reading and Approval of Financial Report and Approval of Bills: As a point of interest, Kathy reported that we received 82% of tax revenues that were projected for 2013, and we also received some extra CADGIT funds. Wil moved to accept the Financial Report and Bills; Fred seconded; motion carried.

Report of the Librarian: Kathy reported that we had very successful elementary school groups in throughout December, along with various other programs. She also reported that due to some security concerns, the restrooms near the old entrance will now be locked and will require requesting a staff member to unlock for patron use. Wil requested that Kathy look into options for a digital surveillance system to explore the feasibility. In February we have some technology and cataloguing improvements that will be finished.

Committee Reports: Fred requested that the Benefits Committee meet before our next meeting and also that the Search Committee meet soon; dates will be set. Kathy presented some documents with data for 2012 Indiana public library stats and full-time benefits along with a compilation of Class B library stats. Per Fred's request, she will also add our library that shows a comparison to the compilation of Class B library stats.

Communications: N/A

Unfinished Business:

- A. Employee Handbook – tabled until next month
- B. Markle Branch – Since our last meeting we received the official letter from the Markle Council stating their rejection of our offer to purchase our current building, which we already knew and discussed at our last meeting. Andy and Peggy still plan to meet with the Goetzes, owners of some downtown Markle businesses. Much discussion took place regarding need, feasibility, and more.

New Business:

- A. Board organization and Election of 2014 Officers – Fred moved that we re-elect the current officers; Wil seconded; Juanita closed the nominations; motion carried for Peggy Caley as President, Juanita Buzzard as Vice President, Andy Zay as Treasurer; Jamie Foday as Secretary.
- B. Old Check Removal – Kathy noted that the 2011 check to Dirt, Inc., which was never cashed, was removed from our records.

Wil moved to adjourn the meeting; Fred seconded.

P. Caley
J. Foday
Karen Batt

