

Huntington City-Township Public Library
Board of Trustees
October 13, 2014

Present: Rebecca Lemons, Jamie Foday, Peggy Caley, Juanita Buzzard, Fred Scheiber

Absent: Wil Kline

Visitor: Jessica Brown

Peggy called the meeting to order.

Reading and Approval of Minutes: Fred moved to approve the minutes for the public hearing special meeting, Wil seconded, motion carried. Fred moved to approve the minutes for the September Board meeting, Juanita seconded, motion carried.

Reading and Approval of Financial Report and Approval of Bills: Jamie moved to approve the financial report and bills, Wil seconded, motion carried.

Report of the Librarian: Beka highlighted various items presented in her written director's report, including the following: we are requesting another T1 line for Markle, in case it will be needed in the future; our two new employees, reference librarian and Technology Support Specialist, are settling in very well.

Committee Reports:

A. Benefits Committee: Fred reported that Beka's work with updating the salary schedule, compensation plan, and job descriptions is progressing. Beka reviewed the four goals of the compensation plan. (Also related, Beka will present us next month with her own goals as Director.)

B. Communications: (none)

Unfinished Business:

A. Markle Investigation: Beka reported that surveys were mailed (around 750), and we are already seeing good return.

B. Other: (none)

New Business:

A. November meeting date: As Beka will be at the ILF conference on our regular meeting date, we will need to move the date to November 10.

B. Insurance renewal: Rates were not ready, so we will hear updates next month.

C. Literacy Coalition fundraiser: They are doing a game night fundraiser, which the library will be hosting.

D. Staff In-service Day: Beka would like to close the library on Friday, December 19, for a staff in-service day. Juanita moved to close the library on aforementioned day, Wil seconded, motion carried.

E. Furniture purchase: We need to furnish the new rooms that are under construction. Beka received a quote of \$27,865, which includes a discount. Wil moved to purchase this furniture, Fred seconded, motion carried.

F. Personnel handbook: This document is not finished yet; Beka is still making changes and requested that we contact her with questions or concerns. Fred requested that Beka send the new handbook to Rick Delaney for review before we finalize it.

G. Other: Jamie reported that the School Board will be filling the appointment at tonight's School Board meeting. Fred reported that there are two candidates before the Commissioners, and they should be filling the appointment soon. Peggy has requested that we get an update on status of all

library Board appointments/terms at next month's meetings

Public Input: (none)

Juanita moved to adjourn, Wil seconded, motion carried.