

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
December 17, 2018

Members

Alan Girton, President
Mary Baker
Stephanie Carrell
Joe Dunbar
Quiana Preston
Karen Sosbe
Cathy Stover

Others

T. J. Rethlake, Attorney

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Lori Danford, Head of Finance & HR
Heather Dale, Administrative Assistant
Sharese Behny
James Crowder
Aerin Daniels
Lori Hugley
Justin Kingery
Becca McGregor
Al McKinney
Jim Meyers
Stephanie Purvis
Tommy Richter
Aaron Smith
Diane Young

The board meeting was called to order by the president at 4:30 p.m. with all members present.

There were no public comments.

The consent agenda was reviewed as follows (see reports): Minutes of November board meeting; November statistical report; November 13 through December 10 appropriations report; November funds balances report; November 13 through December 10 allowance of claims; transfers of \$500 from "Interest" to "Water", \$3,500 from "Interest" to "Vehicle Repair", and \$10,000 from "eBooks" to "Databases"; and personnel changes (see agenda). The consent agenda was approved following a motion by Mr. Dunbar and a second by Ms. Stover.

A resolution to transfer \$25,000 from the Operating Fund to the Library Improvement Reserve Fund (see resolution) was approved on a motion by Ms. Baker and a second by Ms. Carrell.

A resolution to set 2019 salary ranges (see resolution) was approved following a motion by Ms. Baker and a second by Ms. Preston.

Under Change to Organization Structure, Ms. Brautigam explained that administration reviews positions when people leave employment at the library to see if any reorganization should be made. With the Head of IT's recent departure, Ms. Brautigam decided to transfer Aaron Smith from his current position of Head of Circulation and Facilities to Head of Information Technology and Facilities. She stated that the Head of Circulation position has been lowered one level and the job ad for that position was listed today.

Head of Branches Lori Hugley gave a thumbnail sketch about the Discover Space exhibit which will be held at KHCPL South starting mid-January. She explained that it is a hands-on, museum level exhibit that will run through March. Ms. Hugley stated that KHCPL was given the opportunity to host the exhibit because of our previous selection as a host site for the Discover Tech exhibit. The only cost for the exhibit is insurance and shipping. One of the activities will be a Skype with an astronaut.

Under Trustee Training, Ms. Brautigam submitted a self-assessment document to the library board members. She suggested that the form could be used annually as a tool to assess what board members feel are their strengths and weaknesses. Mr. Dunbar suggested the board go over the assessments together during a work session.

There was no other new business.

Under director's comments, Ms. Brautigam announced that the Russiaville renovation has been completed and the branch reopened today. Ms. Brautigam explained that a "year in review" slide show is put together each year for Staff Development Day. She stated that the slideshow will be emailed to the board.

The board meeting was adjourned at 4:52 p.m.

Karen Sosbe, Secretary

[Minutes prepared by Heather Dale]