

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
February 19, 2018

Members

Alan Girton, President
Mary Baker
Stephanie Carrell
Joe Dunbar
Cathy Stover

Others

T. J. Rethlake, Attorney
Emma Lechner

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Lori Danford, Head of Finance & HR
Heather Dale, Administrative Assistant
Laura Lechner
Anna Polk
Brennan Reed

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

There were no public comments.

The consent agenda was reviewed as follows (see reports): Minutes of January board meeting; January statistical report; July to December 2017 statistical report; January 11 through February 12 appropriations report; January funds balance report; January 11 through February 12 allowance of claims; and personnel changes (see agenda). The consent agenda was approved on a motion by Mr. Dunbar and a second by Ms. Stover.

The board approved a resolution to close dormant library funds (see resolution) on a motion by Ms. Baker and a second by Ms. Carrell. The funds that were closed are the Genealogy Gift Fund, Elizabeth Handley Fund, Gene and Wilma Parks Fund, and Clearing Fund.

The Electronic Device and Internet Acceptable Use Policy (see policy) was reviewed. Following a motion by Ms. Baker and a second by Mr. Dunbar, the policy was approved.

The board reviewed the annual report which Mr. Workinger submitted to the State Library (see report.)

Ms. Brautigam summarized a comparison between KHCPL and other libraries in the United States (see report.) She noted that, when you compare averages, KHCPL is higher than the national averages in most instances.

Ms. Brautigam provided information about the Employee Assistance Program which is a new benefit for KHCPL's regular staff. She reported that the program provides a limited number of counseling sessions as well as referrals to assistance agencies. Ms. Brautigam stated that the program has a robust website, and helps KHCPL to provide staff assistance for certain human resources situations.

Under Thumbnail Sketch, Head of Children's Brennan Reed highlighted the new video games circulating collection. He stated that there have been 1,600 checkouts since the program started in November. Games are available for Nintendo Switch, PlayStation 4, and Xbox One. Mr. Reed shared that we have received a lot of positive feedback about the collection.

Under Other New Business, · Mr. Rethlake reported that he had researched insurance opt-out programs. He noted problems sometimes occurred when organizations paid cash incentives without properly withholding taxes. Since KHCPL reimburses actual medical expenses, the IRS allows us not to pay taxes on the reimbursements. He stated his opinion that our insurance opt-out program is acceptable. · Ms. Carrell shared that she saw a student, who is reluctant reader, check out a book from

the bookmobile who was very excited about reading it. The student received a 100% comprehension on his iPad quiz about the book. Ms. Carrell pointed out that the bookmobile program has results beyond what we can usually see.

Under director's comments, Ms. Brautigam shared that her immune system is too low currently for her to attend community events as she usually does as part of her job duties. She stated that Mr. Workinger has filled in for her at a couple of events. Ms. Baker encouraged her to delegate where she can.

The board meeting was adjourned at 5:05 p.m.

Karen Sosbe, Secretary

[Minutes prepared by Heather Dale]