

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
June 17, 2019

Members

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

Others

T. J. Rethlake, Attorney

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Lori Danford, Head of Finance & HR
Lisa Fipps, Director of Marketing
Heather Dale, Administrative Assistant
Tammy Keith
Ashley Meyers
Dani Sexton

The board meeting was called to order by the president at 4:35 p.m. with all members present.

There were no public comments.

The consent agenda was reviewed as follows (see reports): Minutes of May meeting; May statistical report; May 14 through June 10 appropriations report; May 31st financial report; May 14 through June 10 allowance of claims; and personnel changes. The consent agenda was approved on a motion by Mr. Dunbar and a second by Ms. Sosbe.

The contract for providing library services at CMIS (see contract) for Kokomo Schools was approved on a motion by Ms. Baker and a second by Mr. Girton.

Ms. Brautigam explained that KHCPL was given the opportunity to become an early adopter (see report) of a new integrated library service including community engagement called OCLC Wise. The board reviewed the Indiana Code that allows the library to contract without a bid process with a company if they are the only source for a certain form of technology. Mr. Rethlake gave his opinion that this contract would be permissible under that code. Ms. Brautigam answered a question from Ms. Baker by stating that the preparation to convert to OCLC Wise will take some staff time and the conversion will occur in 2020. The board agreed to contract with OCLC Wise on a motion by Mr. Dunbar and a second by Ms. Baker.

The library board reviewed the schedule for the preparation and approval of the 2020 library budget (see timeline.)

Ms. Fipps gave a Thumbnail Sketch presentation about marketing videos and post cards. She explained that former department brochures have been replaced by new postcards that highlight services. Ms. Fipps added that she now has a new assistant, Caele Pemberton, who is focusing on these projects and that the postcards were designed by Graphics Assistant Becca McGregor. Ms. Baker suggested that statistics on social media be shared with the board regularly.

Ms. Brautigam polled the board about what media coverage information they want each month. Following discussion, the consensus was to keep receiving the media coverage information as it has been done.

There was no Other New Business.

Under Director's Comments •Ms. Brautigam stated that she will have her grandchildren with her for the next month, so she will be mostly out of the office for the next few weeks. She will be checking her email and stopping in regularly. •Ms. Brautigam announced that some minor construction might be coming up on the first floor of KHCPL Main. More information will be coming up about that.

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

Quiana Preston, Secretary

[Minutes prepared by Heather Dale.]

The next regular meeting will be Monday, July 15, 4:30 p.m., at KHCPL Russiaville.