

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
May 15, 2017

Members

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

Others

T. J. Rethlake, Attorney

Staff

Faith Brautigam, Director
Doug Worker, Assistant Director
Lori Danford, Head of Finance & HR
Heather Dale, Administrative Assistant
Vicente Blas
Lynda Bunce
Trina Evans
Pam Hughes
Medora Kennedy
Tonya McClain
Anna Polk
Brennan Reed
Aaron Smith

The board meeting was called to order by the president at 4:32 p.m. with six members present.

There were no public comments.

The consent agenda was reviewed as follows (see reports): Minutes of April board meeting; April statistical report; April 11 through May 8 appropriations report; April funds balance report; April 11 through May 8 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.

Under Financial Matters, Ms. Baker reminded the board that the Finance Policy is out of date, so Ms. Danford created a replacement Investment and Purchase Policy (see policies.) Mr. Rethlake stated that the new policy is a good representation of the law. *Mr. Girton arrived. Wording to allow extra payment to the Board Treasurer for her work on the board's behalf, if the board so chooses, was added to the policy. A motion to approve the Investment and Purchase Policy as written was made by Mr. Dunbar and seconded by Ms. Sosbe. Ms. Danford noted that action also needs to be taken to eliminate the Finance Policy. Mr. Dunbar amended his motion to include the elimination of the Finance Policy. Ms. Sosbe agreed to the amendment. The motion carried as amended.

Ms. Baker, Ms. Stover and Ms. Preston agreed to serve on the library board's budget committee. Faith will contact them to schedule a meeting.

Branch Reference Assistant Trina Evans announced that this is the last week of Discover Tech exhibit. 2500 children have been through the exhibit on school visits thus far. The exhibit will be moving on to Colorado, and will finish up in Juneau, Alaska. Ms. Evans reported that the Nature Explore Outdoor Classroom (NEOC) grand opening is Tuesday, May 23rd at 2:00 p.m. There are still a few items that will be installed at NEOC this week. Backpacks for Nature Explore can be checked out inside the branch for one day's use in conjunction with the outdoor classroom. Ms. Brautigam stated that some of the funds for the outdoor classroom were from a gift in honor of Roberta Lineback who taught at Western for a number of years. Contacts have been made so that one of her sisters will be attending the Nature Explore grand opening.

There was no other new business.

Under director's report, • Ms. Brautigam distributed an evaluation form for the board to review her performance, as well as a report showing what community engagement she has accomplished for the past year, and a report listing her goals and what progress has been made on those. Ms. Brautigam noted that the

evaluation for the board attorney has been waived this year since Mr. Rethlake has only served in that capacity a short time. • Ms. Brautigam called the board's attention to bookmobile-shaped thank you cards our Outreach Department received from students at Howard Elementary. • Ms. Brautigam announced that she will be away over the weekend and Monday; however, the board can contact Mr. Workerger if they have any concerns.

The board meeting was adjourned at 4:55 p.m.

Karen Sosbe, Secretary
[Minutes prepared by Heather Dale.]