

**OFFICIAL RECORDS OF
THE ALLEN COUNTY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Meeting of February 20, 2020 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in regular session on Thursday, February 20, 2020 at 3:06 p.m. at the Main Library. Present: Mr. Castleman, presiding, Mr. Eisbart, Mr. Seifert, Ms. Shamanoff, and Mr. Moss. Absent: Mr. Williams and Ms. Tucker.

ADOPTION OF THE AGENDA

On motion of Mr. Eisbart, the agenda was adopted as presented.

APPROVAL OF MINUTES

On motion of Mr. Eisbart, the minutes of the following meetings were approved as written:

- a. Minutes of executive session January 23, 2020.
- b. Minutes of Board of Finance January 23, 2020.
- c. Minutes of regular session January 23, 2020.
- d. Minutes of approval of claims February 11, 2020.

FINANCIAL REPORT

On motion of Mr. Moss, the financial report for January 2020 was approved. A copy of this report is appended to and made a part of these minutes.

APPROVAL OF CLAIMS

Ms. Southard certified that the claims summarized below, and more particularly described in the register of claims filed in the office of the treasurer, were true and correct and supported by appropriate documentation to the best of her knowledge and belief. Then on motion of Mr. Seifert, the claims were approved for payment.

Wires

	\$ -
Wire Subtotal:	\$ -

EFT	2/21/20	PERF Contributions PR #4	\$ 55,363.52
	2/12/20	Medical claims from Pro-Claim Plus for 2/14/20	\$ 74,127.21
	2/14/20	Old National HSA Employer Contribution	\$ 8,020.88
		EFT Subtotal:	\$ 137,511.61

Payroll

	2/21/20	Gross \$ 461,637.03	net \$ 327,622.83
		Payroll Taxes	\$ 121,244.25
		Payroll Subtotal:	\$ 448,867.08

Accounts Payable Check Batches:

(See “Check Register” for detail of total)

Star Bank general Operating accounts	2/20/20	#231747 - #231844	\$	568,424.27
Less VOIDS:		#231711	\$	(450.00)
				<hr/>
			Star Bank Subtotal:	\$ 567,974.27
			Accounts Payable Check Batches Subtotal:	\$ 567,974.27

Grand Total: \$ 1,154,352.96

REVIEW OF 2019 ANNUAL STATE REPORT

The Board reviewed the 2019 Annual Report to the State Library. Then on motion of Ms. Shamanoff, the report was approved for submittal to the State Library.

REPORT OF DIRECTOR

Ms. Davis, Strategic Initiatives Manager, presented a quarterly strategic plan update focused on investments, outcomes, and achievements versus outputs. Programming has become more effective including the quality of the programs being offered to customers. The board also received an overview of key investments supporting the four Strategic Plan Focus Areas.

Ms. Southard shared a 21-page director’s report which covered the depth and breadth of system-wide activities, programs, and updates. Managers have done a fantastic job at showcasing what has been going on in their respective departments and branches and how it aligns within the strategic plan focus areas.

Human Resources partnered with WorkOne in hosting a hiring event January 30th at Main Library. During the event, WorkOne registered 180 people and had 31 participating employers.

On February 29, 2016 WELT-LP was granted a license by the Federal Communications Commission to serve the public interest as a public trustee until August 1, 2020. Their license expires on August 1st and WELT-LP must file an application for license renewal with the FCC on April 1, 2020.

SB410 was referred to House Local Government. The Indiana Library Federation has been working with legislators on this bill, and is supportive of this legislation. This legislation includes language about criminal background checks for new library employees and volunteers (ACPL already does this). Approximately 60% of libraries already have policies or practices regarding criminal history checks. There are about 4,000 employees in the 236 public libraries in Indiana.

OTHER BUSINESS

The board asked for an update on the new parking system for Main Library. Mr. Sedestrom, Chief Financial Officer, said that the new equipment has arrived and as soon as it is ready to go installation can begin. This is all weather pending because they will need to fish the fiber optic lines through and this requires good weather.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 4:11 p.m.

Sharon Tucker, Secretary