

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

Meeting of February 23, 2017 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in regular session on Thursday, February 23, 2017 at 3:05 p.m. at the main library. Present: Mr. Seifert, presiding, Mr. Williams, Mr. Castleman, and Ms. Shamanoff. Absent: Mr. Brown, Mr. Eisbart, and Mr. Moss.

ADOPTION OF THE AGENDA

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

APPROVAL OF MINUTES

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

- a. Minutes of executive sessions 1 & 2 January 26, 2017.
- b. Minutes of Board of Finance January 26, 2017.
- c. Minutes of regular session January 26, 2017.
- d. Minutes of approval of claims February 13, 2017.

ELECTION OF OFFICERS

The Nominating Committee presented the following slate of officers for 2017: Mr. Seifert, President; Mr. Williams, Vice President; Mr. Castleman, Secretary; Mr. Sedestrom, Treasurer. Ms. Shamanoff moved "that nominations be closed and the Secretary be directed to cast a unanimous ballot for those nominated." The motion carried. Mr. Seifert then assumed the chair and presided over the remainder of the meeting.

FINANCIAL REPORT

On motion of Mr. Williams, the financial report for January 2017 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. Williams, the claims were approved for payment.

Wires

	\$ _____
Wire Subtotal:	\$ -

EFT	2/24/17	PERF Contributions PR #4	\$ 50,862.36
	2/15/17	Old National HSA Employer Contribution	\$ 8,541.67
	2/15/17	Medical claims from PHP for 2/17/17	<u>\$ 108,399.46</u>
		EFT Subtotal:	\$ 167,803.49

Payroll

	2/24/17	Gross \$	434,599.98	net \$	296,708.07
		Payroll Taxes			<u>\$ 118,894.89</u>
		Payroll Subtotal:			\$ 415,602.96

Accounts Payable Check Batches:

		(see “Check Register” for detail of total)	
Star Bank general	2/23/17	#216819-#216956	\$ 43,299.78
operating accounts			

Less VOIDS:		#215899 & #216359	\$ (50.00)
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Star Bank Subtotal: \$ 308,437.86

Accounts Payable Check Batches Subtotal: \$ 308,437.86

Grand Total: \$ 891,844.31

REPORT OF DIRECTOR

Ms. Southard shared that interviewing is complete for senior management positions and the Main Library Manager, Human Resources is in the process of extending offers. The Director 2017 Goals were attached as a separate document to the board packet. Ms. Southard will be submitting a RFP for Strategic Planning. The RFP will be viewable through a unique URL as well as posted on a library consultants database. The Foundation’s Investment Committee met with Hartland, independent consultants who have been retained to analyze historical data as well as current data so that common performance measures are applied to the three fund managers. Many agencies have been continuing last summer’s weeding project and have been utilizing data from CollectionHQ to tweak their collections to meet customer needs. Collection Management, was the topic for a brief board primer at the meeting which included introductions from the newly formed Collection Development team. Teens Department launched their first ever Girls Who Code programming club with the help of local software coder. The club will meet through March 8 to create a text app.

RESOLUTION NO. 2017-2, “RESOLUTION RECOGNIZING PAUL MOSS FOR DEDICATED SERVICE AS PRESIDENT OF THE BOARD OF LIBRARY TRUSTEES.”

Mr. Castleman moved the adoption of Resolution No. 2017-2, “Resolution Recognizing Paul Moss for Dedicated Service as President of the Board of Library Trustees.” The motion

Board of Library Trustees –February 23, 2017

carried unanimously and the resolution so adopted is appended to and made a part of these minutes.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 3:41 p.m.

Kent Castleman, Secretary