

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

Meeting of June 22, 2017 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in regular session on Thursday, June 22, 2017 at 3:24 p.m. at the Main Library. Present: Mr. Seifert, presiding, Mr. Eisbart, Mr. Brown, and Mr. Williams. Absent: Mr. Moss, Ms. Shamanoff, and Mr. Castleman.

**ADOPTION OF THE AGENDA**

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

**APPROVAL OF MINUTES**

On motion of Mr. Brown, the minutes of the following meeting were approved as written:

- a. Minutes of executive session May 25, 2017.
- b. Minutes of regular session May 25, 2017.
- c. Minutes of approval of claims June 10, 2017.

**FINANCIAL REPORT**

On motion of Mr. Brown, the financial report for May 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. Eisbart, the claims were approved for payment.

<b>EFT</b>	6/16/17	PERF Contributions PR #12	\$	52,259.47
	6/15/17	Old National HSA Employer Contribution	\$	8,541.67
	6/21/17	Medical claims from PHP for 6/23/17	\$	102,353.23
<b>EFT Subtotal:</b>				<b>\$ 163,154.37</b>

**Payroll**

	6/16/17	Gross	\$	464,734.86	net	\$	325,057.32
		Payroll Taxes				\$	129,008.52
<b>Payroll Subtotal:</b>							<b>\$ 454,065.84</b>

**Accounts Payable Check Batches:**

(See "Check Register" for detail of total)

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Star Bank general operating accounts	6/21/17	#218357-#218522	\$ 456,552.77
Less VOIDS:		#217930 & #212596	\$ (12,020.00)
		<b>Star Bank Subtotal:</b>	<b>\$ 444,532.77</b>
		<b>Accounts Payable Check Batches Subtotal:</b>	<b>\$ 444,532.77</b>
		<b>Grand Total:</b>	<b><u>\$ 1,061,752.98</u></b>

**REPORT OF DIRECTOR**

Ms. Southard distributed copies of the 2016 Annual Report at a glance. Staff will be working to develop a communication strategy to create a professional Annual Report that can be distributed to elected officials, appointing authorities, and the public. Preliminary Facilities Assessment recommendations are due by August 3, so that we'll have information for the Board at the August meeting. ACPL received a \$295,000 bequest that was deposited in the Foundation's Endowment Fund. We've been working with the Fort Wayne Housing Authority on the local implementation on a program that was developed at the national level by the Urban Libraries Council, HUD and the Department of Education to deliver books to HUD housing locations. So far, we've been to 5 Fort Wayne Housing Authorities sites to set up small free libraries in their community rooms. Each location has started off with about 100 different donated books/titles/age ranges. At each visit to set up the libraries, we've conducted a children's program and registered people for library cards. The program has been well-received and has helped establish great community partnerships. The intent of the program is to increase the opportunity to have books in the home.

**OTHER BUSINESS**

The Waynedale Branch has received an art donation which requires approval from the Art Advisory Committee. Greta reminded the Board that Mr. Williams was appointed Chairman of the Art Advisory Committee on November 20, 2014. On motion of Mr. Seifert, the Board moved that Mr. Eisbart be added as a member of the Art Advisory Committee. The Committee will convene a meeting to review the art donation and report back to the full Board.

**SUBROGATION CLAIM**

On motion of Mr. Williams, the Board of Trustees authorized Ms. Southard to attempt to resolve the insurance subrogation claim with Optum and the Claimant. The Library's legal counsel will contact their attorney and advise Optum of the Board's decision.

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 4:06 p.m.

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Kent Castleman, Secretary