

**Carmel Clay Public Library  
Minutes of the Board of Trustees Meeting  
September 23, 2013**

**Board Room  
5:30 p.m.**

Present: President Jack Stafford; Vice President Bill Wiebenga; Secretary Patti Napier; Members Jim Garretson, Jim Hehner, Jane Herndon; Library Director Wendy Phillips; Assistant Director Nancy Newport; Business Manager Ron Brockett; Foundation Director Ruth Nisenshal; Managers Hope Baugh, Lisa Dick, Renee' Kilpatrick, Peter Konshak, Christine Owens; Administrative Assistant Becky Bryenton.

Absent: Trustee Ranj Puthran; Managers Katherine Kersey, Beth Smietana, Christy Walker, Cindy Wenz.

**CALL TO ORDER/WELCOME**

President J. Stafford called the meeting to order at 5:30 p.m. All in attendance were welcomed.

**AGENDA**

B. Wiebenga moved to adopt the agenda, seconded by J. Herndon, and the motion carried.

**MINUTES**

J. Hehner moved approval of the minutes of the Public Hearing, seconded by J. Herndon, and the motion carried.

J. Herndon moved approval of the August minutes, seconded by P. Napier, and the motion carried.

**TREASURER'S REPORT**

August Financial Report: Business Manager R. Brockett presented the August Financial Report noting the library's budget is on schedule with 66.67% of funds received year to date. J. Herndon moved receipt of the August Financial Report, seconded by J. Hehner and the motion carried.

September Bills List: Of note on the Bills List were services from Irish to repair the air conditioner in the Program Room; services from Engledow for tree removal; services from Ingram for books purchased; and Blue Cross Blue Shield insurance. J. Herndon moved approval of the Bills List, seconded by J. Hehner, and the motion carried.

**COMMITTEE REPORTS**

Building and Grounds: No report.

Finance: No report

Personnel and Policy: B. Wiebenga presented Resolution 3-2013 Internet Policy Review to the Board. Previously reviewed by the Personnel & Policy Committee, no changes were recommended to be made to the Policy for the 2013-2014 year. J. Hehner moved approval of the Resolution, seconded by J. Herndon, and the motion carried.

There was discussion regarding the hiring of an off duty policeman as a security guard for the library. W. Phillips requested the Board's consensus of opinion regarding signing the indemnification papers for the policeman and the Carmel Police Department.

Pending J. Hehner's review of the document, the Trustees supported signing the form so an off-duty police officer could be hired to cover after-school hours.

Strategic Plan: J. Herndon reported on the Steering Committee meeting. The website and the new brand are on schedule. The remainder of the Strategic Plan Update may be found in BoardBook. More information on the website will be presented at the November meeting.

**TRUSTEE LIAISON REPORT**

Foundation: R. Nisenshal referred to her written report. The Guilded Leaf Book and Author Luncheon is Thursday, October 24. The Downton Abbey event is Wednesday evening, January 29, 2014 at the Palladium.

J. Herndon and others who attended the Foundation sponsored roundtable on Entrepreneurship and Business Success commented on the enjoyable and informative discussion and expressed their desire for more programs in the future.

Friends: P. Napier reported the fall book sale begins Thursday evening, October 3 with Friends Night through Sunday, October 6. The Friends Book Store is now averaging approximately \$4,500 per month. Membership is 380 and the Board is taking applications for six vacancies that will be filled in January 2014.

Legislative: B. Wiebenga attended the latest Legislative Committee meeting. The 2014 legislative session ends March 29.

The Study Committee has several issues to address in their first meeting, including whether or not libraries should be allowed to set their budget without fiscal body approval. It's been suggested that libraries offer their own proposal to cap reserves, rather than writing to say "no" to legislators.

Telecommunications: No report.

**DIRECTORS REPORT**

The ILF Annual Conference is October 21 - 23. Registrations are still being accepted and all Trustees are invited to attend.

Thanks to the efforts of Children's Manager R. Kilpatrick, four online databases are now more easily accessible to elementary students.

The 2014 Budget will be adopted at the October 28<sup>th</sup> Board meeting.

J. Herndon moved to receive the Director's report, seconded by B. Wiebenga, and the motion carried.

**OLD BUSINESS**

Evaluations the Board Members completed of themselves and of their meetings were distributed.

**NEW BUSINESS**

No new business was discussed.

**ADJOURN**

President J. Stafford adjourned the meeting at 6:11 p.m.

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Patricia A. Napier, Secretary  
Board of Trustees

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