

**Carmel Clay Public Library
Minutes of the Board of Trustees Meeting
May 18, 2020**

**Zoom
5:30 p.m.**

Present: President Jim Hehner, Treasurer Dan Kramer; Members Stephanie Kim, Jim Garretson, Ranj Puthran, John Williams, Casey Wilson; Director Bob Swanay; Assistant Director Beth Meyer

Guests: Kevin Huse, Annie Hollibaugh, Victor Landfair, Antone Sgro

CALL TO ORDER/WELCOME

President J. Hehner called the meeting to order at 5:31 p.m. All in attendance were welcomed.

AGENDA

R. Puthran moved to adopt the agenda, seconded by C. Wilson, and the motion carried.

CONSENT AGENDA

Consent agenda included minutes of the March 23, 2020 Board of Trustees meeting, April Financial report, May Bills List, and Director's Report, and Fixed Asset Surplus.

S. Kim made the motion to accept the consent agenda, seconded by R. Puthran, and the motion carried.

ITEMS REMOVED FROM CONSENT AGENDA

No items removed from the Consent Agenda

TRUSTEE LIAISON REPORTS

There were no reports.

STAFF REPORTS

There were no reports.

RENOVATION UPDATE

Kevin Huse from Ratio introduced Annie Hollibaugh. Victor Landfair from Skillman Corporation provided a cost estimate summary and stated it was on budget. In addition, V. Landfair provided milestone dates for the project. A. Hollibaugh gave a presentation showing the interior plans of the renovation.

OLD BUSINESS

There was no old business discussed.

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NEW BUSINESS

Resolution 1 – 2020: Transfer from Rainy Day Fund Resolution. J. Garretson moved approval of Resolution 1-2020, seconded by R. Puthran, and the motion carried.

Declaration of Cross-Easements was discussed. R. Puthran moved to approve the Declaration of Cross-Easements, seconded by J. Williams, and the motion carried.

Declaration of Fiscal Body was discussed. C. Wilson moved to approve the Declaration of Fiscal Body, seconded by S. Kim, and the motion carried.

J. Hehner stated he will vacate the role of president at the end of June. The proposed slate of officers for 2020 – 2021 are as follows:

Jim Garretson – President

Patti Napier – Vice President

Dan Kramer – Treasurer

Casey Wilson – Secretary

J. Williams moved to accept the proposed slate of officers, seconded by S. Kim, and the motion carried.

D. Kramer provided information concerning the final branch costs. The last estimate predicted the branch costs to be about \$2.7 million, but we came in under that estimate.

D. Kramer stated the GO bonds final payment will be June. D. Kramer suggested thanking the members of the building corporation.

J. Hehner stated S. Kim's reappointment is on the agenda for the school board meeting.

J. Hehner said B. Swanay needed the board's authority to proceed with the Marsh lease agreement. The letter of intent is included in the board packet; however, there will be further negotiations. There was discussion regarding the space and the length of the lease.

R. Puthran moved to authorize the officers to execute a lease agreement consistent with the letter of intent subject to attorney review, seconded by J. Garretson, and the motion carried.

ADJOURN

President J. Hehner adjourned the meeting at 6:45 p.m.

Jim Hehner, President
Board of Trustees

/jrm