



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, January 20, 2022**

**6:30 PM – Board of Finance Meeting
Immediately Following – Regular Monthly Meeting of the Library Board**

A special meeting of the Board of Trustees was held on January 20, 2022, beginning at 6:37 p.m. Members of the Board present include Monty Korte, Becky Carter, Julie Whitman, Ed Cambra, and Christina Hage. Sarah Moore, Executive Director; Joey Houston, Asst. Director of Public Services; Laura Gangstad, YS Asst. Department Head; Kimberly Lane, Asst. Director of Operations; Sarah Childs, TS Department Head; Lydia Lutz, Outreach Department Head; Jamia Alexander Ball, Whitestown Branch Manager; and Shelby Couch, TAS Librarian were also present. Monty Korte, President, presided.

Secretary’s Report

Minutes of December 16, 2021 Regular Meeting & Special Meeting on December 30, 2021

Upon motion duly made by Christina Hage, seconded by Julie Whitman, and being unanimously approved, the minutes of the regular meeting held on December 16, 2021.

Upon motion duly made by Christina Hage, seconded by Ed Cambra, and being unanimously approved, the minutes of the special meeting held on December 30, 2021.

Treasurer’s Report

January Claims

Upon motion duly made by Ed Cambra, seconded by Becky Carter, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for January 2022, as reviewed, approved, and audited by the Assistant Library Director of Public Services, and approved for payment by the Treasurer.

Staff Reports

Surplus Items

Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously adopted, the Board of Trustees declare the listed items removed from inventory.

President’s Report

2022 Slate of Officers

Monty Korte shared this task was moved from the December 2021 meeting due to time constraints.

Officers

Proposed Slate:

President – Monty Korte

Vice President- Molly Hanlon

Treasurer – Ed Cambra

Secretary- Christina Hage

Assistant Treasurer – Rebecca Carter

Assistant Secretary- Chris Squier

*Upon **motion duly made** by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approve the slate of officers as presented.*

*Upon **motion duly made** by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees closes the nominations.*

*Upon **motion duly made** by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approves the slate of nominees as presented.*

Monty Korte reminded the board of the process for the annual review of the Library Director. This will begin in the coming weeks and wrap up in March 2022.

Committee Reports

Expansion Committee

- Land Contract
The land contract has been signed and delivered to the title office!
- Construction Contract
We have some of the necessary contracts and they are being reviewed by our attorneys.
- Trees
After soliciting bids and recommendations we have selected SavATree to manage the approximately 65 dead trees and limbs at the new site. This action was recommended by arborist Jud Scott. We have a full arborist report that we are making available online and we have presented the information to the Walker Farms HOA at their annual meeting.

Monty Korte posited that the board may seek to change the make up of the Expansion Committee as the activities move from expansion to construction. Melissa Chrisman will be asked to attend the February Board Meeting to discuss marketing strategies with the build.

SEE ATTACHMENTS.

Personnel Committee

New Hire – Lauren Kniola, Outreach Service Librarian I, PT

*Upon **motion duly made** by Julie Whitman, seconded by Becky Carter, and being unanimously approved, the Library Board of Trustees approve the hire of Lauren Kniola as a part-time Outreach Services Librarian I at the pay rate offered.*

Policy Committee

The Policy Committee met on January 13, 2022 to review the Investment Policy and adjust the policy calendar.

*Upon **motion duly made** by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Library Board of Trustees approve the Investment Policy as presented.*

Infrastructure Committee

The Infrastructure Committee submitted the latest infrastructure report in its new format. Kimberly Lane offered updates since the report was issued.

SEE ATTACHMENTS.

Director's Report

Compensation

Review proposal to increase staff salaries by 4% retroactive to January 1, 2022.

*Upon **motion duly made** by Becky Carter, seconded by Ed Cambra, and being unanimously approved, the Library Board of Trustees approve the 2022 Salary Schedule at 4% increase.*

Classifications and Wages

The Classification and Wages document must be reviewed annually. The full review of the salary ranges is set to occur every three years, which will be later this year and impact the 2023 salary schedule.

*Upon **motion duly made** by Becky Carter, seconded by Julie Whitman, and being unanimously approved, the Library Board of Trustees approve the 2022 Classification and Wages document.*

Leadership Team Training

Sarah Moore shared that herself, Joey Houston, and Kimberly Lane began a 6-month training on Appreciative Inquiry that is available through the Midwest Collaboration of Library Services.

Monty Korte asked the board to be thinking about and educating themselves about trends we are seeing in libraries and school board meetings across the nation and closer to Zionsville.

OTHER BUSINESS

The Fundraising Committee will be kicking off any day with the feasibility study due on March 15, 2022 from the contractor. This is a joint venture with the HMMPL Foundation.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, February 17, 2022 at 6:30 PM in the Hussey Room of the Library.

Adjournment

*Upon **motion duly made** by Becky Carter, seconded by Julie Whitman, and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 7:40 PM.*

Christina Hage, Secretary

January 2022 Library Board: Monty Korte, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Rebecca Carter, and Julie Whitman