

CUTPL Board Meeting Minutes

November 28, 2023

Time: 7:00 pm

Place: North Meeting Room, CUTPL

Call to Order and Pledge of Allegiance

Members/Attendance: Karen Boland, Jennah Fairchild, Jan Fitterling, Amy Kindernay, Becky Strati, Jim Wolf

Absent: Marty Oosterbaan

Others Present: Cathy Thomas – Interim Director, Esmie Rodgers – Youth Services Manager, and several community members

Quorum established.

Agenda approval: Motion to approve the agenda made by Amy, seconded by Becky.
Approved 6-0.

Karen welcomed Jennah Fairchild to the Board. Jennah is from Culver and served as a youth liaison from CCHS to the Board.

Secretary's Report: Karen noted she had sent a few corrections to the October 17, 2023, Board meeting to Marty, but as Marty was absent final review of the minutes was set for the next Board meeting in December.

Treasurer's Report: Jim noted our large cushion, and that our receipts were slightly over and spending was under projections for October. Legal services spending was over because of Barnes and Thornburg work in September. Repairs and Maintenance was over because of \$8,000 for power washing and \$4,800 for various HVAC repairs. At year end we will look at switching some repairs to the bond funds.

Motion to approve the August 2023 allowance of accounts payable vouchers was made by Becky and seconded by Amy. Approved 6-0

Motion to approve the September 2023 allowance of accounts payable vouchers was made by Jan and seconded by Amy. Approved 6-0

Motion to approve the October 2023 allowance of accounts payable vouchers was made by Amy and seconded by Jan. Approved 6-0

Finance Committee Report: The Finance Committee met on November 9th and reviewed the Anthem health insurance plan renewal for 2024. Premiums will rise 4.2% over 2023. The committee also reviewed a proposal for snow removal services from Sellers.

Motion to renew Anthem health insurance plan for 2024 was made by Amy and seconded by Jan. Approved 6-0

A motion to accept the Sellers proposal for snow removal for winter 2023-2024 was made by Amy and seconded by Jan. Approved 6-0.

The next meeting is December 14th at 10:30 am.

Policy Committee: There was no meeting, but the next meeting will be held December 9th at 11 am.

Bond Update: Cathy reported that we are expecting quotes for a printer/copier, and for new computers for staff and patrons.

Director's Report: Buckland was in for an appraisal of the building contents on November 10th. Karen and Cathy are to speak with Barnes and Thornburg about the building ownership once the last lease mortgage payment is made in December. Cathy reviewed the 1782 Notice and the decrease in tax rates for 2024 when compared to 2023.

Esmie Rodgers reported on Youth services programming. She conducts 8 outreach activities a week – to Wesley, CYC, Max Playhouse and Culver pre-K. Highlights in the children's department are: a new program is Music with Autumn – 7 attended the first session; a new Tween (8-12 years) Activity Club has been started, and a Teen Book club is starting in January. An annual popular program - I Am An Artist - will be held January 20th. At the PTO Christmas party on December 9th Esmie was doing an interactive movie – "Elf."

Unfinished Business: There was no unfinished business.

New business: A discussion was held about reinstating sick leave of 8 days to Esmie Rodgers for 2023. Motion made by Amy and seconded by Jim. Approved 6-0.

A discussion was held about recognizing Esmie's time, not as a new hire, for establishing her vacation time of 15 days and sick leave of 8 days for 2024. Motion made by Jan and seconded by Amy. Approved 6-0

A salary schedule adjustment to \$13.60/hour for Leanna Gielow effective November 22, 2023, was discussed; the Financial Clerk has always made \$1.00/hour more than a desk clerk. Motion made by Becky and seconded by Jim. Approved 6-0

Cathy asked for a volunteer to review desk revenues against receipts in the accounting system. Jan volunteered.

Karen passed out the Bylaws and asked that any changes be sent to her. She will then send out an amended copy prior to the December meeting for review and approval.

Public Comment: Karen noted that the Indiana Open Door Law requires that public meetings be open permitting public to observe and record. It does not require the public be allowed to speak. Karen gave the public five minutes to speak.

A member of the public stated that if Esmie was paid out for vacation there should be a concern about more days.

A member of the public stated that he had asked Marty a question about adhering to the bylaws.

Trustee Comment: Several trustees said they loved all the programming and outreach.

Karen said the Open House was a big success.

Adjournment: Motion to adjourn was made by Jen at 8:10 pm and seconded by Amy.
Approved 6-0

Minutes taken by Karen Boland and Cathy Thomas

Minutes of the November 28, 2023 Culver-Union Township Public Library Board meeting have been read and are hereby approved.

Aye: Karen V. Bland
Jan Wolf
Rebecca Strub
Amy Kindersley
Jan Fitterling
Paul Faulstich

Naye:

Date signed: December 19, 2023