Minutes of the Starke County Public Library System’s Board Meeting
April 14, 2020

Members Present:
Ruth Bailey

Members Present via Telephone:
Melba Shilling, Nicole Salazar, Gayle Smith, Judy Troike, Susan Lucas, Kim Gingher

Non – Members Present:
Kathleen Bowman - Director

Non – Members Present Via Telephone:
Kathryn Lynch – Business Office Coordinator, Liz Pease – Attorney

I. Call to order – Kim Gingher called the meeting to order at 4:15 P.M.

II. Public Comment: No Public Comment

III. Amendment/Acceptance of Proposed Agenda

Gayle Smith made the motion to accept the agenda as presented. Judy Troike seconded; motion passed unanimously.

IV. Approval of Minutes

A. Melba Shilling made the motion to accept the March 10, 2020, regular board meeting minutes as presented. Susan Lucas seconded; motion passed unanimously.

B. Gayle Smith made the motion to accept the March 20, 2020, special board meeting minutes as presented. Judy Troike seconded; motion passed unanimously.

Approved by the SCPLS Board of Trustees, May 12, 2020
V. Approval of claims for April 2020

Judy Troike made the motion to approve the Allowance of Accounts Payable Voucher in the amount of $129,571.26 for April 2020. Nicole Salazar seconded; motion passed unanimously.

VI. Financial Reports were given by Director Bowman.

A. Depository and Cash Reconcilement
   Director Bowman discussed the depository and cash reconcilements for Key Bank and 1st Source bank for the month of March 2020.

B. Fund Report
   Director Bowman informed the board how the fund report balance should always match the depository and cash reconcilement balances.

C. Appropriation Report
   Director Bowman informed the board we are on track with spending.

D. Revenue Report
   Director Bowman informed the board there was nothing out of the normal in the revenue report for the month of March 2020.

VII. New Business
A. Library Insurance Quotes

   Melba Shilling made the motion accept the insurance quote from Carrie Block with Auto Owners Insurance. Nicole Salazar seconded; motion passed unanimously. Carrie Block with First Choice Insurance in North Judson, has worked with the Starke County Public Library System since our changed in 2015 to Liberty Mutual Insurance. Although Auto Owner’s bid was higher they liked that she is familiar with all locations of SCPLS and is a local vendor.

   Susan Lucas made the motion to cancel the renewal for Liberty Mutual’s Insurance with Carrie Block from First Choice Insurance. Nicole Salazar seconded; motion passed unanimously.
VIII. Old Business
   A. COVID-19 Updates: Library Closure Date

   Judy Troike made the motion continue the closure of all SCPLS locations until further notice Gayle Smith seconded; motion passed unanimously.

   Judy Troike made the motion to give Kathleen Bowman the authority to call a special meeting as needed. Melba Shilling seconded; motion passed unanimously.

IX. Any additional business to come before the board

   The Board discussed summer reading and the possibility of moving the puppet show to next year's summer reading kick off.

X. Adjournment

   Ruth Bailey made the motion to adjourn the April 14, 2020 regular board meeting. Judy Troike seconded; motion passed unanimously.

Time 4:58 P.M.