Minutes of the Starke County Public Library System’s Board Meeting
March 10, 2020

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

Non – Members Present:
Kathleen Bowman - Director, Liz Pease - Attorney, Kathryn Lynch – Business Office Coordinator

I. Call to order – Kim Gingher called the meeting to order at 4:18 P.M.

II. Public Comment: No Public Comment

III. Amendment/Acceptance of Proposed Agenda
Judy Troike made the motion to accept the agenda as presented. Gayle Smith seconded; motion carried.

IV. Approval of Minutes
   A. Gayle Smith made the motion to accept the February 11, 2020 Regular board meeting minutes as presented. Judy Troike seconded; motion carried.

V. Approval of claims for March 2020
   Judy Troike made the motion to approve the Allowance of Accounts Payable Voucher in the amount of $127,620.17 for March 2020. Nicole Salazar seconded; motion carried.

VI. Financial Reports were given by Director Bowman.
   A. Depository and Cash Reconcilement
Director Bowman discussed the depository and cash reconciliements for Key Bank and 1st Source bank for the month of February 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 February 2020.

VII. Monthly Statistical Report

The Monthly Statistical report was given by Director Bowman.

VIII. Director’s Report

The Director’s Report was given by Director Bowman.

IX. Personnel Report

Nicole Salazar made the motion to accept the Personnel Report as presented. Judy Troike seconded; motion carried.

X. New Business

A. Holiday Policy

Gayle Smith made the motion accept the amendment to the Holiday policy as follows: the library will close at 5 PM on Thanksgiving Eve, this will be an unpaid holiday and employees will have the opportunity to make up the two hours. Judy Troike seconded; motion carried.

B. Library of Things policy

Nicole Salazar made the motion accept the library of things policy. Ruth Bailey seconded; motion carried.

XI. Any additional business to come before the board

Approved by the Library Board of Trustees, April 14, 2020.
Kathleen informed the board that Dallas Sheets had been banned indefinitely.

A discussion was had about the Unattended Children Policy. The police department informed the library they can no longer come sit with unattended children after hours, as they don’t have the man power to do so. A new policy will be brought to the board at the next regular board meeting.

The board will hold an executive session on Monday March 16th 2020 at 4:15 PM with a special meeting to follow.

XII. Adjournment

Ruth Bailey made the motion to adjourn the March 10, 2020 regular board meeting. Judy Troike seconded; motion carried.

Time 5:10 P.M.