

## Crawford County Public Library Board Minutes

November 27, 2018

Meeting was called to order by President Angela Crecelius. Members present were Donna Smith, Cathy Bean and Emily Siler. Library Director Tracy Underhill and Hillary Campbell were also present. Board members Lance Stroud, Gene Mattingly, and Kim Smith were not present.

Cathy made a motion to approve the October minutes as written. Emily seconded. Motion passed 4-0.

### Financial Reports and Claims

Donna made a motion to approve the Financial Reports and Claims for November as prepared by Hillary. Cathy seconded. Motion passed 4-0.

### Old Business

Temporary card policy. After discussion with the State Library, Tracy prepared a policy dealing with Temporary Resident Library Cards. These would be issued to adults who are not permanent residents of Crawford County and would be issued for six months. Fee for a temporary card is \$12.50 and follows IC 36-12-2-25 as stated in the legal memo dated September 2018. Donna made a motion to approve the Temporary Resident Card Policy as written. Cathy seconded. Motion passed 4-0. The Director will send a copy of the policy to Grace House in Marengo.

### New Business

2019 Salary Ordinances. The Director recommended keeping salaries the same as last year and presented a 2019 Salary Ordinance which keeps salaries as such. Emily made a motion to approve the 2019 Salary Ordinance. Cathy seconded. Motion passed 4-0. The Ordinance was signed by those members present.

Financial provisions for the remainder of the year. Due to the board's decision to not have a meeting in December, Emily made a motion to give the Director and Hillary permission to pay bills and make any transfers, if needed, during December and January. Cathy seconded. Motion passed 4-0.

Snow Removal Contract. Tracy informed the board that Darren Ballard will no longer be doing snow removal. She is searching for a replacement. Emily made a motion to give the Director the authority to hire someone at her discretion for snow removal. Cathy seconded. Motion passed 4-0.

2019 Holiday Closures. Donna made a motion to approve the 2019 Holiday Closure list prepared by Tracy. Emily seconded. Motion passed 4-0.

Resolution Authorizing the Issuance of Free Library Cards to Employees Who Do Not Live in the County. After discussion, those board members present signed the Resolution.

### Other Items of Business

Tracy informed the board that the new book system has been installed. The staff is in the process of learning how it works.

Emily made a motion to adjourn. Cathy seconded. Motion passed 4-0.