

**CROWN POINT COMMUNITY LIBRARY  
BOARD MEETING  
SEPTEMBER 28, 2015**

Regular Meeting for September 28, 2015 was opened at 5:03 PM

- I. Roll call and approval of minutes of Regular Meeting and Executive Session on August 24, and Executive Session on September 14, 2015

Present: Trustees Schuster, McCarroll, Rhee, Mallers, Katich. Director, Selina Gomez-Beloz; Business Manager, Kate Lodovisi. Two guests from Friends of the Library

Absent: Trustees Kendall and Klein

Motion to approve minutes of Regular Meeting and Executive Session on August 24, and Executive Session on September 14, 2015 made by Trustee Rhee and seconded by Trustee Mallers. Correction needed to show that Trustee Katich was absent on 9/14/15 meeting. Trustee Katich voted “aye” for Executive Session 8/24/15 only. Motion carried, with correction.

- II. Financial Report

A. Approval of warrants

B. Approval of two transfer warrants for payroll on 9/30/15 & 10/15/15

C. Approval of net payroll deposits

D. Approval of payroll related warrants, EFTPS, ACH Payments for Deferred Compensation, PERF, & Indiana Department of Revenue

E. Approval of Advance Draw Resolution

Motion to approve items A-E above made by Trustee McCarroll and seconded by Trustee Rhee. Motion carried.

- III. President’s Report – No report.

- IV. Director’s Report – Director’s report is in the packet. Head of Winfield Brenda Thompson is settling in nicely. We are fully staffed until tomorrow when Mike retires. Only a few people have applied to the position and only one is really qualified. Selina will start interviews once more applications are received. Job was posted to local, state, and national sites and additional information on the position was added to see if we get more interest in the position. Mike feels like we would be ok through the end of the year with someone in that position. We are looking for at least two years supervisory experience because this position will have two staff.

Meeting room repairs are complete.

We still have a learning curve with the website. Might be end of October before we go live.

Trustee Katich and Klein will be going to the NILBA. Any Trustees wishing to attend need to let Selina know by 10/15 so that a final count can be forwarded.

Bollard information is now available.

Board was given an article on how trustees are library advocates.

V. Old Business

- A. Program Reports – Julie Wendorf could not be here today. We are working on how we plan programs and how we count “things” in the library.

The Board would like to meet Head of YS to come and report on plans. Board requested to have the Department Heads to report monthly.

VI. New Business

- A. Approval of Change to 2015 Salary Schedule – Selina explained the proposed changes to reflect the change of Head of Winfield Branch from a Grade 12 to Grade 17. Additional changes may come in titles later. Trustee McCarroll asked for clarification on grade level of Head of Maintenance. Motion made to approve new schedule by Trustee McCarroll and seconded by Trustee Mallers. Motion carried.

- B. Approval of new employees

Head of Winfield Branch - Brenda Thompson

Youth Services Assistant - Cindy Baumeister

Youth Services Assistant - Katy Pagorek

Youth Services Clerk - Karen Snoddy

Motion made to approve new employees by Trustee Mallers and seconded by Trustee McCarroll. Motion carried.

- C. Professional Travel

10/14 Financial Counterparts, Whiting PL – K. Lodovisi

10/29 NILBA Dinner, Silver Spoon Restaurant, Valparaiso – S. Gomez-Beloz, Board members

10/30 IT Counterparts, Porter Co. PL – J. Davis

Motion made to approve professional travel by Trustee Katich and seconded by Trustee Rhee. Motion carried.

VII. Acknowledgments

- A. Monetary donation from Women’s Giving Circle Fund through the CP Community Foundation

- B. Monetary donation from Vladimir Milev in memory of Naumka Mileva

- C. Donation from Karen & Cliff Chase of the book “Disciples on the Journey since 1865: Celebrating 150 Years, St. Mary Church

- VIII. Public Comments – Friends members have no formal comments. Kate offered to forward information on how to access our budget information on Gateway. Friends indicate that the coloring programs are doing very well at the library. Kudos to Julie for putting these programs together.

Friends book sale will be end of October 23, 24, 25, running Thursday – Saturday. No Sunday sale this time. More than 100 boxes of books are waiting to be sold. Julie’s booth at farmer’s market has increased book donations. They are in need of some extra storage.

- IX. Adjournment – Motion made to adjourn to Executive Session by Trustee McCarroll and seconded Trustee Mallers. Motion carried.

**Meeting adjourned at 5:20 PM.**