KENDALLVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
December 13, 2022 at 6:00pm
Kendallville Public Library
Meeting Room C

Attending: Sam Zollman, Jeni Ekovich, Kara Huelsenbeck, Beth Friskney, & Deb Blaine

I. Call to Order
   a. By Sam Zollman at 6:04pm

II. Public Forum
   a. NA

III. Consideration of Approval of Minutes
   a. Motion to approve made by Beth Friskney
   b. Motion seconded by Kara Huelsenbeck
   c. All approved

IV. Secretary Pro-Tem
   a. Beth Friskney

V. Report of the Librarian
   a. FOL provided the staff with a festive lasagna lunch and minute-to-win-it games; seems we have some competitors in our midst; $20 Walmart gift cards and cute little items sewn by LuReign and Anita
   b. Over 300 patrons attended our Christmas Party

VI. Finances & Facilities
   a. FIN
      i. Motion to approve November finances made by Deb Blaine
      ii. Motion seconded by Beth Friskney
      iii. All approved
   b. Facilities
      i. The elevator has been out of commission for part of November and all of December but is projected to be fixed by the end of the year
      ii. No updates on the RFP regarding the roof

VII. Unfinished Business
a. Meeting Room Reservation Policy
   i. Motion to approve by Beth Friskney
   ii. Seconded by Jeni Ekovich

VIII. New Business
   a. Vote on Emergency Closing Policy
      i. Motion to approve by Kara Huelsenbeck
      ii. Seconded by Jeni Ekovich
   b. Ron Stratman’s Truck
      i. Notes: ‘No thank you’
   c. 2021 SSA Data
      i. Notes: we paid the correct amount but reported it incorrectly
   d. 2022 Budget Fiasco
      i. Notes: no questions were asked; explanation – AVC rolled 2021 budget into 2022 and no one knew it was incorrect until the last two months of the year
   e. End-of-year employee payout
      i. Notes: 4.5%
      ii. Notes: Moved by Beth Friskney
      iii. Notes: Seconded by Deb Blaine
   f. 2023 salary table
      i. Notes: 4% increase in 2023 and then move to a 2% increase in 2024
   g. 20-Hour Floating Position (Assistant Clerk)
      i. Notes: Moved to accept the creation of Assistant Clerk Floating Position by Kara Huelsenbeck
      ii. Seconded by Beth Friskney

IX. Miscellaneous
X. Adjournment
   a. Moved to adjourn at 6:54pm by Beth Friskney
   b. Seconded by Deb Blaine

The next regular meeting will be held Tuesday, January 10 at Kendallville in Meeting Room 3 at 6:00pm.