



Kendallville Public Library

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KENDALLVILLE PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

February 14, 2023 at 6:00pm

Kendallville Public Library

Meeting Rooms 1 & 2

- I. Call to Order
 - a. By Sam Zollman at 6:00pm
 - b. Secretary Pro-Tem: Jeni Ekovich
 - i. Motion to approve by: Anne Tipple
 - ii. Seconded by: Deb Blaine
 - iii. Approved by all
- II. Public Forum
 - a. NA
- III. Consideration of Approval of Minutes
 - a. Motion to approve by: Kara Huelsenbeck
 - b. Seconded by: Anne Tipple
 - c. Approved by all
- IV. Report of the Librarian
 - a. Spirit Week – team building was successful
 - i. Disney Institute
 - b. New Hires
 - i. LB Housekeeper – Amanda Mountz
 - ii. Youth Services Assistant – Bethany Minnich
 - c. Department Reports
 - i. Desk coverage assigned, working on schedules. Would like to see Youth and Adult Services desk covered during Library hours.
- V. Finances & Facilities
 - a. Motion to approve by: January Financial - Deb Blaine; partial February financials Anne Tipple
 - b. Seconded approval of January Financial by: Kara Huelsenbeck; partial February financials Deb Blaine



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- c. Roof
 - i. Mark has a contractor scheduled to examine the roof; if this contractor does not deem it a project of interest, then I propose we bid it out
- d. Foundation
 - i. Recommend we hire structural engineer
 - 1. Mark is in contact with Fetters, the original firm, but our representative passed away and they are shuffling us around – VP has agreed to come out Friday to look at building. Deb asked if there were visible cracks? Yes.
 - e. Keycard has been installed on Limberlost staff door
 - f. Handicap accessible door has been installed at Limberlost
- VI. Unfinished Business
- VII. New Business
 - a. Cyber Security
 - i. T-Mobile breach
 - ii. Would like to increase our coverage at the next policy renewal date
 - b. Communico and payment processor
 - i. PayPal PayFlo Pro; we have cyber coverage
 - c. Subscription card agreement with FOL not ready yet, should have for March Board meeting
 - d. Reconsideration Policy adoption
 - i. Senate Bill 12
- VIII. Miscellaneous
- IX. Adjournment
 - a. Motioned by Deb Blaine
 - b. Seconded by Anne Tipple

The next regular meeting will be held Tuesday, March 14 at Limberlost in the Large Meeting Room at 6:00pm.