



# Kendallville Public Library

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## KENDALLVILLE PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

January 24, 2023 at 6:00pm

Kendallville Public Library

Meeting Room 4

- I. Call to Order
  - a. By Sam Zollman at 6:10pm
  - b. Secretary Pro-Tem: Jeni Ekovich
- II. Board of Finance Mtg.
  - a. Officers
    - i. Nominated by Jeni Ekovich
    - ii. Motion to elect by: Kara Huelsenbeck
    - iii. Seconded by Jeni Ekovich
    - iv. Approved by all
  - b. Investment Report
    - i. Read by Sam Zollman
    - ii. Publishing Legal Notices
      1. Motioned by: Anne Tipple
      2. Seconded by: Jeni Ekovich
      3. Approved by all
  - c. Depositories
    - i. Motioned to approved by Kara Huelsenbeck
    - ii. Seconded by Jeni Ekovich
    - iii. Approved by all
  - d. Board of Finance Adjournment at 6:15pm
    - i. Motion to adjourn made by: Jeni Ekovich
    - ii. Seconded by: Anne Tipple
    - iii. Approved by all
- III. Public Forum
  - a. NA
- IV. Consideration of Approval of Minutes
  - a. Motion to approve made by Kara Huelsenbeck
  - b. Seconded by Anne Tipple
  - c. All approved



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- V. Report of the Librarian
  - a. We made an offer to fill our Floater Position and it was accepted; interviews for YS Assistant position and LB Housekeeper position are scheduled
- VI. Finances & Facilities
  - a. FIN
    - i. Motion to approve December 2022 made by Anne Tipple
    - ii. Seconded by Kara Huelsenbeck
    - iii. Motion to approve partial January 2023 made by Kara Huelsenbeck
    - iv. Seconded by Anne Tipple
    - v. All approved
  - b. Facilities
  - c. Roof – no update; Mark is making calls
  - d. Foundation – the building’s foundation has shown noticeable shifting creating two vertical cracks on the East Walls
  - e. The elevator is fixed – there were more issues that originally thought
  - f. We had a boiler shut down; it is under warranty so the cost of repair will be minimal, just labor charges we believe.
  - g. Working on a facility service plan
- VII. Unfinished Business
  - a. NA
- VIII. New Business
  - a. RESOLUTION 2023\_01\_Advance Payment of Bills
    - i. Motion to approve made by Anne Tipple
    - ii. Seconded by Jeni Ekovich
  - b. RESOLUTION 2023\_02\_Fund Transfer
    - i. Motion to approve made by Kara Huelsenbeck
    - ii. Seconded by Anne Tipple
- IX. Miscellaneous
- X. Adjournment
  - a. Motions by Jeni Ekovich @ 6:45pm
  - b. Seconded by Kara Huelsenbeck
  - c. All approved

The next regular meeting will be held Tuesday, February 14 at Kendallville in Meeting Rooms 1 & 2 at 6:00pm.