



**Muncie Public Library
Board of Trustees
Minutes of November 20, 2015**

Call to Order

President Joanne Baierwalter called the meeting to order at 10:00 am.

Roll Call

Present: Joanne Baierwalter, Phyllis Zimmerman, Marilyn Carey, Billie Sheppard, David Walker, Ginny Nilles and Beth Kroehler

Nancy Turner, emeritus

President Bairwalter announced that Barbara Bryant has submitted her resignation from the Library Board. All the Board members expressed their thanks for her service.

**Audience
Comments**

Floor opened for comments. No action required.

**Minutes
Motion**

Marilyn Carey moved and Phyllis Zimmerman seconded to approve the minutes of the October 16 meeting.

- All voted in favor of accepting the minutes of the October meeting.

**Director's
Report**

Director Nilles:

- Announced that both Youth Services Supervisors have resigned and that interviews are currently being conducted.
- The Solar Panels have been installed, there are still a few things left to be completed.
- The Library has responded to the EEOC charge stating denial.

Motion

Billie Sheppard moved and David Walker seconded to approve the Selective Insurance Commercial Policy.

- All voted in favor of approving the Selective Insurance Commercial Policy.

**Treasurer's
Report**

Beth Kroehler reported the bank statement is balanced.

Claims:

- Claims were presented in the amount of \$337,335.35.

Motion

Billie Sheppard moved to approve the claims in the amount of \$337,335.35 and Phyllis Zimmerman seconded.

- All voted in favor of approving the claims.

**House and
Finance
Motion**

Billie Sheppard moved and David Walker seconded to approve the revised Fines and Fees Policy.

- All voted in favor of the motion to approve the revised Fines and Fees Policy.

Motion

Billie Sheppard moved and David Walker Seconded to approve the change to the Meeting Room Policy on page 2 under Fee Basis.

Old wordage: All groups using the meeting room for more than two consecutive hours.

New wordage: Groups using any meeting room for more than 2 consecutive hours on any given day.

- All voted to approve the change in wording to the Meeting Room Policy.



**Personnel
Committee**

There was no report.

**Other
Business**

Director Nilles stated that she will be working on an Internal Control manual that is required by the State.

Meeting adjourned.