President Mary Louise Buck called the meeting to order at 10:06 am.

Present: Daniel Stallings, Billie Sheppard, Mary Louise Buck, Akillah Nosakhere and Beth Kroehler

Floor opened for comments. No action required.

Due to a lack of a quorum, Mary Louise Buck, Board President announced the Board of Trustees will reconvene today Friday, January 18, 2019 at 1:15pm at the Suzanne Gresham Center, 3620 W. White River Blvd., Muncie.

At the Suzanne Gresham Center, 3620 W. White River Blvd., Muncie.

President Mary Louise Buck reconvened the meeting at 1:20pm.

Present: Daniel Stallings, Billie Sheppard, Mary Louise Buck, Patrick Ferguson, Akillah Nosakhere and Beth Kroehler

Reviewed audience comments from the morning session.

Billie Sheppard moved and Daniel Stallings seconded to approve the minutes of the December 21, 2018 meeting.

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

Daniel Stallings moved and Patrick Ferguson seconded to approve the corrected minutes of the November 16, 2018 meeting removing Mary Louise Buck from those present.

- All voted in favor of accepting the corrected minutes of the November meeting.

Daniel Stallings moved and Billie Sheppard seconded to approve Patrick Ferguson as meeting secretary.

- All voted in favor of the motion.

Director Nosakhere:

- Reviewed items in her written report.

Beth Kroehler, Treasurer reported there had been an overlap in numbering internal or electronic checks and bank checks.

Claims:

- Claims were presented in the amount of $495,017.57.

Billie Sheppard moved to approve the claims in the amount of $495,017.57 and Daniel Stallings seconded.

- All voted in favor of approving the claims.
Daniel Stallings moved and Billie Sheppard seconded to approve the following resolutions:

Resolution to Allow Director to Approve Expenditures
Resolution to Pay Bills with Prior Approval
Resolution to Allow, Accept, and Disburse Electronic Transfer of Funds To and From The Library’s Bank Account
Resolution for Annual Fundraising Campaign
Resolution for Payment of Surety Bond for Treasurer
Resolution Authorizing the Issuance of Free Library Cards
Resolution to Authorize Payment of Membership Dues
Resolution for Cancellation of Old Outstanding Checks
Resolution to Establish Cash Change Funds
Resolution for Nonresident Fee
Resolution to Establish Petty Cash Funds
Resolution to Sign and Approve Grants
Resolution to Sign Insurance Benefit Papers
Resolution to Sign Purchase Request

- All voted in favor of the motion.

Daniel Stallings moved and Billie Sheppard seconded to approve the Finance Policy, proposed changes to Meeting Room Policy, and Operations Policy.
- All voted in favor of the motion.

Patrick Ferguson moved and Daniel Stallings seconded to approve the Employee Handbook.
- All voted in favor of the motion.

Billie Sheppard moved and Patrick Ferguson seconded to approve the Bylaws of Muncie Center Township Public Library.
- All voted in favor of the motion.

Daniel Stallings moved and Patrick Ferguson seconded to approve the Director accepting and signing the quote of $31,984 submitted by Havel to replace the four roof top heat exchangers at Carnegie Library.
- All voted in favor of the motion.

Meeting adjourned.

Mary Louise Buck
Mary Lou Mitchell
Marilyn Carey

Billie Sheppard
Phil Bolto
James A. Havel