



**Muncie Public Library
Board of Trustees
Minutes of September 20, 2019**

Call to Order

President Mary Louise Buck called the meeting to order at 10:00 am.

Roll Call

Present: Billie Sheppard, Mary Louise Buck, Daniel Stallings, Patrick Ferguson, Royce Mitchell, Traci Lutton, Phil Boltz, Akilah Nosakhere and Beth Kroehler

Absent: No one was absent

**Audience
Comments**

Floor opened for comments.

- A suggestion was made that when the track is installed to mark the distance around.
- Thanked the Library for hosting the Mayoral forum held at Kennedy Library.

**Minutes
Approved**

Billie Sheppard moved and Royce Mitchell seconded to approve the minutes of the August 15, 2019 meeting.

- All voted in favor of approving the minutes of the August meeting.

Patrick Ferguson moved and Royce Mitchell seconded to approve the minutes of the July 19, 2019 meeting as corrected.

- All voted in favor of approving the minutes of the July meeting as corrected.

Director Report

Director Nosakhere:

- Reviewed items in her written report.
- Invited Board members to stop by the All Staff meeting on Thursday, October 17 at Carnegie Library.
- Noted that the successful Scarecrow event in the Maring-Hunt garden area is becoming a signature event for the Library.
- Reviewed the Carnegie Library Facility Rental brochure and will be working on a Maring-Hunt Garden brochure.
- October 2, Lowe's volunteers will be working to restrain the structures in the Maring-Hunt garden area.
- In 2020, National Library Week is April 19-25. Plans are being made to hold a major fundraiser at Carnegie Library during that week.

**Treasurer's Report
Claims Approved**

Claims:

- Claims were presented in the amount of \$322,182.54.

Billie Sheppard moved to approve the claims in the amount of \$322,182.54 and Daniel Stallings seconded.

- All voted in favor of approving the claims.

**House & Finance
Committee
2020 Budget
Approved**

Daniel Stallings moved and Billie Sheppard seconded to approve adoption of the 2020 Library Budget.

- All voted in favor of approving the adoption of the 2020 Library Budget.

**Motion Accept
Havel Preventive
Maintenance
Contract**

Daniel Stallings moved and Traci Lutton seconded to accept the Havel Preventive Maintenance contract to end September 30, 2022.

- All voted in favor of the motion.



Assistant Director Beth Kroehler provided an update on the Redetec complaint.

**Motion approve
Resolution to
Establish Internal
Controls**

Daniel Stallings moved and Billie Sheppard seconded to approve the Resolution to Establish Internal Controls.

- All voted in favor of the motion.

**Personnel
Committee**

Director Nosakhere reported that a review and update of the Employee Handbook is being conducted.

Other

Sara McKinley presented a presentation of BiblioBoard.

Meeting adjourned.

Signatures

Mary Louise Beck

Pat

Billie Sheppard

Dutchess

