



# ELKHART PUBLIC LIBRARY

## Minutes

### **Board of Trustees Meeting**

November 27, 2018  
Board of Trustees Meeting 5:30 p.m.  
Dunlap Branch  
58485 County Road 13, Elkhart, IN

#### REGULAR BOARD OF TRUSTEES MEETING

The regular meeting of the Board of Trustees of the Elkhart Public Library was call to order at 5:32 p.m. by Janice E. Dean, President.

#### ROLL CALL & INTRODUCTION OF GUESTS

Members present: Janice E. Dean, Carlos A. Esteves, Jennifer Nielsen, James W. Rieckhoff, Laura Steffen and Clarence W. Thomas. Michael Wagner was not in attendance.

Others present: Jane A. Garoutte, Business Manager/Treasurer, and Lisa Guedea Carreño, Director.

Staff present: Susan Eller, Dunlap Branch Supervisor; Diana Gill, Computer Services Department Head; Mary Ann Kempa, Cleveland Branch Supervisor; Kevin J. Kilmer, Assistant Director of Branch and Extension Services; Allison McLean, Young People's Services Department Head; Jarret Mitchell, Pierre Moran Branch Supervisor; Donna Mitschelen, Osolo Branch Supervisor; Charles Pieri, Branch Young People's Services Librarian; Mary Beth Schlabach, Assistant Director of Public Services; Trevor Wendzonka, Marketing and Public Relations Manager; Paula Watson, Administrative Clerk.

#### CONSENT AGENDA

The consent agenda was presented. There being no objections, James W. Rieckhoff moved

THAT the Consent Agenda, including investment recommendations, be adopted.

Jennifer Nielsen seconded

Motion: carried

#### PRESIDENT'S BUSINESS

Janice E. Dean, President, discussed a couple of items. The first was the date and time of the Board of Trustees' meetings. The second was what information about Board members should be and how far back minutes should be posted on the website. By consensus, the Board agreed to keep date and times for the Board of Trustees' meetings the same and that the current information on the website is sufficient.

### DIRECTOR'S REPORT

Lisa Guedea Carreño, Director, presented her report for November. Lisa discussed the upcoming Indiana State Legislative session. She talked about the importance of the Legislature appropriating funds for high-speed internet access as well as access to INSPIRE, a collection of databases.

### Department Report

Susan Eller, Dunlap Branch Supervisor, presented a slide show about Dunlap Branch Programs. Sue talked about how important the programs offered by Dunlap are in making a big impact on the community. She highlighted a few of these programs.

### UNFINISHED BUSINESS

### NEW BUSINESS

#### Board Meeting Schedule 2019

Lisa Guedea Carreño, Director, presented the Board Meeting Schedule 2019. Carlos A. Esteves moved

THAT the Board Meeting Schedule 2019 be approved as presented.

Laura Steffen seconded

Motion: carried

#### Holiday Schedule 2019

Lisa Guedea Carreño, Director, presented the Holiday Schedule 2019. James W. Rieckhoff moved

THAT the Holiday Schedule 2019 be approved as presented.

Carlos A. Esteves seconded

Motion: carried

### Questions and Information from Board, Staff, and Guests

ADJOURNMENT

The regular Board meeting was adjourned by Janice E. Dean at 6:30 p.m.

The next regularly scheduled meeting of the Board of Trustees will be December 18, 2018, at Main Library, 300 S 2<sup>nd</sup> Street, Elkhart, IN.

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Jennifer Nielsen, Secretary