



CARNEGIE PUBLIC LIBRARY OF STEUBEN COUNTY  
BOARD OF TRUSTEES  
Minutes of February 13, 2023, Meeting

Vice President Gay Kirkton called the February board meeting to order at 4:05 p.m. Board members present were Dave Olson, Jeanine Samuelson, Laurie Gentry and Gayle Camp. Travis Heavin was absent. There were no representatives from the media or the public.

Vice President Kirkton asked if the trustees had read the minutes of the January board meeting. Jeanine Samuelson moved and Laurie Gentry seconded to approve the minutes. The motion passed unanimously.

**Appropriation and Financial Reports**

Sonya Dorris presented the appropriation and financial reports (copies attached).

Following a discussion, Dave Olson moved and Jeanine Samuelson seconded to approve the appropriation and financial reports. The motion carried.

**Old Business**

- a. Director Dorris presented Shawnee's gutter proposal (copy attached). Following a discussion, Gayle Camp moved and Dave Olson seconded to table the gutter proposal. The motion carried.
- b. Sonya Dorris presented the buffer tank change order proposals from Havel Dilling Group (copy attached). Dave Olson moved and Gay Kirkton seconded to accept option 1. The motion carried.

**New Business**

- a. Director Dorris presented the annual resolution to pay bills before board meeting. Gayle Camp moved and Dave Olson seconded to approve the resolution. The motion carried.

**Public Comments**

There were no public comments.

**Director's Report**

Director Dorris presented the Director's Report.

Dave Mann has purchased light fixtures to change out the nighttime lights on the building. He will gradually get them changed over. He is also scheduling a strip and wax of the tile floors.

The LaserJet printer/copier that had been in the children's department is no longer printing well. We've moved it up to the circulation desk to be the faxing machine. We are going to lease a desktop printer/copier from ABM for \$80 a month which includes toner and maint.

I have an Evergreen Indiana Executive Committee meeting tomorrow. I'll be getting more information on the implementation of Library IQ, the collection analysis software. Also on the agenda are hiring a strategic planning consultant and reviewing a proposal to update the EI fee structure.

The LSC directors group met earlier this month. We are going to hire a bus to take interested directors and staff to the American Library Association conference in Chicago in June. We've chartered a bus on Saturday to visit the exhibit hall in the past. Individual libraries will pay proportionally based on how many staff are going.

The Indiana Library Federation regional conference is April 14 in South Bend. Since we recently closed for LSC staff training, I'm going to wait until the program comes out and see if there are programs that would benefit a few staff without trying to take everyone.

Gayle Camp moved and Dave Olson seconded the motion to approve the Director's Report. The motion carried.

As there was no further business, Laurie Gentry moved and Dave Olson seconded to adjourn the meeting. The motion carried.