

MPL Board of Trustee Meeting  
November 6, 2017  
Bonita Marley Community Room  
 Mooresville Public Library

President Lynn Adams called the Board of Trustee meeting to order at 6:05. Board Members in attendance were Lynn Adams, Jacque Swisher, Don Stultz, Pat Penna and Steve Oschman. Member not in attendance was Steve Saucerman. Representing staff was Diane Huerkamp, Director, and Sharon Hicks, Business Manager. Also in attendance was Rob Cullin, representing Kimberly Bolan & Associates.

Strategic Plan Update

Rob Cullin, facilitator for Kimberly Bolan & Associates, presented an update from the 9 Focus Groups and the MPL Strategic Planning Session Retreat. He noted four main focus areas identified:

- 1) Organizational Sustainability: Ensuring MPL has continual and forward-thinking leadership and financial resources well into the future;
- 2) Outstanding Spaces: Updating MPL's facilities to best meet the community's needs today and tomorrow;
- 3) Superior Resources and Services: Enhancing MPL's services and resources to meet a variety of community needs; and,
- 4) Excellence in Programming: Delivering quality programs and events the community values and attends.

Three proposed Mission Statements were addressed, as well as edited Value Statements . He identified the next steps as adopting a Mission Statement, and preparing for a Kick-Off meeting with a 12-18 month detailed work plan consisting of what, who's responsible, time-frame and cost.

Steve Oshman challenged the Board to come up with a 3-word Mission Statement, something that could be worn on a T-shirt. After much deliberation, two Mission Statements were proposed for approval:

- 1) Learning Connecting Discovering; and,
- 2) Learning Enlightening Discovering

Diane Huerkamp offered to share the proposed statements to the Staff at their next meeting on Wednesday, November 8.

Minutes

Steve Oschman moved to approve the Minutes of the October 2, 2017 meeting with no changes. Don Stultz seconded the motion. The minutes were approved as written.

Financial

With the absence of Steve Saucerman, Lynn Adams moved to accept all claims submitted for the month of October, 2017 in the amount of \$85,873.72 and claims for the first week of November, 2017 in the amount of \$23,192.03. Steve Oschman second the motion and the motion carried.

## Building & Grounds Committee

Diane Huerkamp reporting for Steve Saucerman said Johnson Melloh conducted their final quarterly PM replacing one VAV box motor and Orr Protection also completed our annual inspection finding a problem with a compressor. Quotes are being obtained for its replacement. She reported the committee of Steve Saucerman and Don Stultz have been reviewing options for the replacement of our lighting. She asked permission to give them the authority to select a company for this project. Steve Oschman made a motion to allow The Building & Grounds Committee (Steve Saucerman and Don Stultz) to evaluate the lighting bids received and make the selection decision. Jacque Swisher 2<sup>nd</sup> the motion and the motion carried.

Next, Pat Penna made a motion to renew 2018 Outsourced contracts to:

- 1) Johnson Melloh for Preventative Maintenance
- 2) Orr Protection for annual testing and maintenance on Fire Supression equipment
- 3) Allison Farms Lawn & Landscape Services for lawn maintenance and snow removal
- 4) Kim Mountain Pest Control, and
- 5) Ray's Trash

Jacque Swisher second the motion and the motion carried.

## Policy Committee

Don Stultz noted pages 87 through 107 of the Employee Handbook were emailed previously to all members for review. He moved to adopt those new policies as part of the Employee Handbook. Steve Oschman second the motion and the motion carried.

## Technology Committee

Steve Oschman summarized statistics reported in the Librarian's Report and noted three new PC's and monitors have been ordered.

## Evaluation Committee

Lynn Adams reported staff evaluations were currently being conducted and that she and Don Stultz will be meeting with Diane Huerkamp soon to conduct her annual evaluation.

## Old Business

None

## New Business

Diane Huerkamp reviewed items in the Librarian's Report, with special emphasis on the activities of Professional Development Day which took place October 9.

The Slate Of Offers for 2018 were addressed. These new officers will be voted on at the December meeting :

President	Steve Oschman
Vice President	Jackue Swisher
Treasurer	Don Stultz
Secretary	Pat Penna

The Payroll Schedule and Board Calendar were submitted for review. These will also be voted upon at the upcoming December meeting

Adjournment

Lynn Adams announced the next Board of Trustees meeting is scheduled for Monday, December 4, 2017, 6:00 p.m. The meeting was adjourned at 7:35 p.m.

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Lynn Adams, President

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Steve Oschman, Secretary

Respectfully submitted, Sharon Hicks, 11-6-17