

MPL Board of Directors Meeting
February 4, 2019
Bonita Marley Community Room
 Mooresville Public Library

Vice President Steve Saucerman called the meeting to order at 6:03. Board Members in attendance were Steve Saucerman, Don Stultz, Lynn Adams, Jane Amos and Jacque Swisher. Not present included Steve Oschman and Pat Penna. Representing staff was Diane Huerkamp, Executive Director, Sandra Osborn, Deputy Director, and Sharon Hicks, Business Manager. Also in attendance was Anthony Woodside, Reporter for the Times.

Minutes:

Lynn Adams moved to approved the minutes from the January 7, 2019 meeting with no changes. Jane Amos seconded the motion and the minutes were approved.

Financial Report:

Don Stultz summarized the financial report for the month of January. Total claims including two payrolls amounted to \$89,538.58 and claims for the first week of February, including one payroll totaled \$ 26,376.10. Don moved to approve these claims. Jacque Swisher seconded the motion and the motion was approved.

Diane Huerkamp pointed out the difference between the Appropriation Report (financial information for the Operating Account only), and the Non-Appropriation Report (financial information for all other accounts). She also mentioned the Operating Account has a balance of approximately \$525,000 stating that the Library has six (6) months in ready reserves.

Diane introduced Virginia Jenson as her new Administrative Assistant. Virginia explained the many job duties she performs on a weekly basis.

Policy Committee:

No report.

Building & Grounds Committee:

He reported several quotes are currently being gathered for the planned lighting upgrade.

Technology Report:

No report.

Evaluation Committee:

Diane reviewed the MPL Strategic Work Plan commenting on those project completed and the progress being made on other projects. See attached.

Old Business:

Steve Saucerman distributed the 2019 MPL Committee Appointments and asked for any changes. The appointments are as follows:

Building & Grounds: Steve Saucerman, Chair. Members: Jacque Swisher and Don Stultz. Staff: Diane Huerkamp and Bill Buckley

Evaluations/Strategic Planning: Don Stultz, Chair. Members Steve Saucerman and Pat Penna. Staff: Diane Huerkamp and Sandra Osborn

Finance: Don Stultz, Chair. Members: Steve Oschman and Steve Saucerman. Staff: Diane Huerkamp and Sharon Hicks

Gifts & Memorials: Lynn Adams, Chair. Members: Jane Amos and Pat Penna. Staff: Diane Huerkamp and Casey O'Leary

Policy: Don Stultz, Chair. Members: Jane Amos and Lynn Adams. Staff: Bill Buckley and Sandra Osborn

Technology: Steve Oschman, Chair. Members: Jane Amos and Jacque Swisher. Staff: Rex Burton and Virginia Jensen

2019 Board of Finance: Steve Oschman, President and Don Stultz, Treasurer

Diane Huerkamp requested Lynn Adams signature to complete the Letter of Appointment to the Mooresville Library Board.

New Business:

Sharon Hicks, Business Manager provided a demonstration on the process of completing the Annual Financial Report to the State Library through Gateway.

Diane Huerkamp summarized the Librarian's report. Special acknowledgement was given to the Youth Services Department for their newest employee Marilyn Mercer, and for their upcoming children's author visit scheduled in May.

All Board Members were invited to participate and have lunch with the staff during the upcoming Professional Development Day on Monday, February 18.

Jacque Swisher moved to adjourn the meeting at 7:12 p.m. Lynn Adams seconded the motion and the motion carried. The next meeting will be held on Monday, March 4, 2019, 6:00 p.m.

Steve Saucerman, Vice President

Jane Amos, Secretary

Respectfully submitted, Sharon Hicks, 2-7-19