

MPL Board of Directors Meeting  
January 13, 2020  
Bonita Marley Community Room  
 Mooresville Public Library

Board of Finance Meeting: 3:45p.m.

Steve Oschman called the Board of Finance meeting to order at 3:45 p.m. Board Members in attendance were President Steve Oschman, and Treasurer Don Stultz, Board Members Jane Amos, Lynn Adams and Steve Saucerman. Representing staff was Diane Huerkamp, Executive Director, Sandra Osborn, Deputy Director, and Sharon Hicks, Business Manager.

The Investment Policy was reviewed. No changes needed. Investments were reviewed. Don Stultz made a motion to approve the current Investment Policy as presented. Jane Amos seconded the motion and the motion carried unanimously. The MPL Board ByLaws were reviewed. Don Stultz made a motion to approve the ByLaws as presented with no changes. Lynn Adams seconded the motion and the motion carried unanimously.

Diane Huerkamp briefly summarized the proposed budgets for 2020, noting Lease Rental retires in 2025. Noted going into 2020 the library has 5 months in reserves.

A question was raised by Steve Saucerman concerning the Internal Controls Policy and whether or not all Board Members had reviewed and signed the document. Diane replied the file would be checked and would investigate how often the video must be reviewed.

Don Stultz made a motion to adjourn the meeting. Jane Amos seconded the motion and the motion carried unanimously. The meeting ended at 4:10 p.m.

Board of Directors Meeting: 4:10 p.m.

Following the Board of Finance meeting, Steve Oschman called the first MPL Board of Directors Meeting of the year to order.

The Slate of Officers for 2020 was addressed:

President:	Steve Oschman
Vice President:	Steve Saucerman
Treasurer:	Don Stultz
Secretary:	Jane Amos

Lynn Adams made a motion to approve Steve Oschman for the office of President. Don Stultz seconded the motion and the motion carried unanimously.

Lynn Adams made a motion to approve Steve Saucerman for the office of Vice-President. Don Stultz seconded the motion and the motion was approved unanimously.

Lynn Adams made a motion to approve Don Stultz for the office of Treasurer. Jane Amos seconded the motion and the motion was approved unanimously.

Lynn Adams made a motion to approve Jane Amos for the office of Secretary. Don Stultz seconded the motion and the motion was approved unanimously.

#### Minutes:

Minutes of December 2, 2019 meeting were presented for approval. Jane Amos made a motion to approve the minutes as written. Lynn Adams seconded the motion and the motion carried unanimously. Minutes of the Year End Meeting on December 26, 2019 were presented for approval. Jane Amos made a motion to approve the minutes as written. Steve Saucerman seconded the motion and the motion carried unanimously.

#### Financial Report:

Don Stultz summarized the claims for the month of December, 2019 28,687.09 with two payrolls totaling 24,901.35 and liabilities in the amount of \$8,574.77. Additionally, expenses were approved for the first part of January, 2020 in the amount of \$7,633.67 with one payroll in the amount of \$15,237.05 and liabilities of \$3,946.94.

Don Stultz made a motion to approve the claims and payrolls for both December and January as submitted. Lynn Adams seconded the motion and the motion carried.

#### Policy Committee:

See Old Business

#### Building and Grounds Committee:

Steve Saucerman reported from the Librarian's Report the following: Eight out of 15 projects from the 2019 Capital Improvement Plan were successfully completed. In addition, technology in the Community Room was upgraded, some pipes in our fire suppression system were replaced, the elevator received a new motherboard, maintenance and plumbing repairs were made to all restrooms, and the carpet and windows were professionally cleaned. A motion to renew contract with Allen Irrigation was made by Steve Saucerman. Seconded by Don Stultz. Motion carried unanimously.

#### Technology Committee:

Steve Oschman reported from the Librarian's Report. He reported all 4 Annual goals were completed in 2019.

Evaluation Committee:

Lynn Adams reported the Committee met with Diane Huerkamp for the purpose of her annual evaluation. Her evaluation was completed.

Diane Huerkamp added the Strategic Planning Committee set 13 goals in 2019 in 5 areas: Organizational Sustainability, Superior Resources and Services, Outstanding Spaces, Excellence in Programming and Professional Development. She reported completing 10 of these goals in 2019.

Old Business:

Steve Oschman addressed the current Board Advisory Committees. Board Members were asked to review and make their selection of the two committees they wish to serve on. The following Committees members and appointees will serve in 2020:

Building & Grounds

Steve Saucerman, Chair  
Don Stultz  
Pat Penna

Gifts & Memorials

Lynn Adams, Chair  
Jane Amos  
Ashley Duke

Evaluations/Strategic Planning

Don Stultz, Chair  
Steve Saucerman  
Pat Penna

Policy Committee

Don Stultz, Chair  
Jane Amos  
Lynn Adams

Finance Committee

Don Stultz, Chair  
Steve Oschman  
Ashley Duke

Technology Committee

Steve Oschman, Chair  
Jane Amos  
Pat Penna

Steve Oschman made a motion to approve the above Committees. Jane Amos seconded the motion and the motion was approved unanimously.

New Business

Officers of the Board of Finance for 2020 remain unchanged: Steve Oschman as President and Don Stultz as Secretary.

Sharon Hicks reported no outstanding checks for 2019.

The 4<sup>th</sup> Quarter PLAC Report was signed by President Steve Oschman and Director Diane Huerkamp.

Don Stultz made a motion to approve the re-appointment of Lynn Adams to the Park Board. Steve Saucerman seconded the motion and the motion carried unanimously.

Diane Huerkamp welcomed our newest Board Member, Ashley Duke as appointed by the Morgan County Commissioners. Ashley is the Assistant Vice President of First Merchants Bank, Mooresville. She was unable to attend her first meeting due to illness.

A Conflict of Interest signature was requested from Steve Oschman and Ashley Duke.

Diane Huerkamp inquired if there was an interest in a possible Board Retreat in 2020. She asked that ideas be shared.

Circulation News:

Sandra Osborn reviewed items of interest from the Circulation Team including a new Calendar software soon to be activated. She will share this in an Employee Summit in the future.

Librarian's Report:

Diane Huerkamp briefly updated the Board Members of items in her Librarian's Report. She specifically called to the member's attention certain local, state and national issues that may affect libraries in the near future. Senator Rod Bray and Representative Peggy Mayfield's contact information were shared. She asked that all members take the time to voice their concern.

Lynn Adams made a motion to adjourn the meeting. Jane Amos seconded the motion and the motion carried. The meeting was adjourned at 5:10 p.m.

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Steve Oschman, President

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Jane Amos, Secretary

Respectfully submitted, Sharon Hicks, 1-13-2020