

# **FRANKFORT COMMUNITY PUBLIC LIBRARY**

## ***Regular Meeting of the Board of Trustees***

***December 11, 2017***

*The Frankfort Community Public Library Board of Trustees met following the Clinton County Contractual Public Library Board of Trustees' meeting. The meeting was held at the Frankfort Community Public Library, with President Joseph Hilgenhold, presiding. Present were Marc Hodges, Phoebe Smith, Pam Powers, Jeff Tatum, Gregg Williamson, Director, Jen Casey, Assistant Director and Kathy Johnson, Treasurer. Jarod Cates and Annie Bacon were not present.*

***MINUTES:*** *November 13, 2017 Board Minutes approved as presented.*

***TREASURER'S REPORT:*** *Approved as presented.*

***DIRECTOR'S REPORT:*** *Mr. Williamson gave his report as it related to the Frankfort Library.*

***PATRON COMMUNICATIONS:*** *The Library received a Thank You letter from the Indiana Veterans' Home for the Veterans' Day cards that were sent to the residents. Mindy Emswiller received a Thank You letter from Fletcher Duggins for the Gus Grissom Exhibit that the Library had in May. Mindy gave Fletcher some of the things from the exhibit and he was very happy.*

### ***APPROVAL OF BILLS:***

*Pam Powers made a motion, seconded by Phoebe Smith to approve the bills as presented. The motion carried.*

### ***OLD BUSINESS:***

***Facilities:*** *Gregg reported that they were looking into installing more cameras in the Library. Gregg also reported that Pioneer Restoration gave the Library a bid on fixing some holes in the Library outside walls. The bid was for \$8,600.00 to do the work. It was decided to have Pioneer restoration do the work, but Gregg is to check with SBOA to see if there is a dollar amount where more than one bid must be obtained.*

***Strategic Plan:***

*Phoebe Smith made a motion, seconded by Jeff Tatum to accept the Strategic Plan as presented. The plan will cover 2017 to 2021. The motion carried.*

***Legislative Update: None***

***Library Policy:***

***Digi Dock Policy:***

*Marc Hodges made a motion, seconded by Pam Powers to accept the Digi Dock Policy as presented, with no changes from last year. The motion carried.*

***Library Rules Policy (Food & Beverages at the Library):***

*Phoebe Smith made a motion, seconded by Marc Hodges to accept the Library Rules Policy as presented, with no changes from last year. The motion carried.*

***Meeting Room & Theatre Policy:***

*Pam Powers made a motion, seconded by Marc Hodges to accept the Meeting Room & Theatre as presented, with no changes from last year. The motion carried.*

***Personnel Policy:***

*Jeff Tatum made a motion, seconded by Pam Powers to accept the Personnel Policy with the changes that were listed. The motion carried.*

***NEW BUSINESS:***

***FCPL Board By-Laws:*** Action to be taken in January on this matter.

***Salary Schedule:***

*Jeff Tatum made a motion seconded by Pam Powers to accept Option 1 of the Salary Schedule as presented. The motion carried.*

It was brought to the Board's attention that Joe Hilgenhold will be leaving the Board in February.

***TRANSFERS:*** None

***ADJOURNMENT:***

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***Joseph Hilgenhold, President***

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***Marc Hodges, Secretary***