



Board of Trustees Meeting Minutes
August 27, 2015

Members Present	Bill Crandall, John Dierdorf, Chris Jeter, Brian Meyer, Marita Oilar, and Deb Yadon
Members Absent	John Partlow
Others in Attendance	Library Director Edra Waterman, Legal Counsel Anne Poindexter, Library staff members Robyn Neal, Kelly Oles, Beth Meyer, and Katie Lorton, and HSE We the People students Shawn Coughlin, Abigail Montalvo, and Matthew Woolf.
Convene	President Brian Meyer called the meeting to order at 4:01 p.m. in the East Meeting Room at the Fishers Library.
Consent Agenda	Consent agenda included minutes of July 23, 2015 meeting, claims and warrants, and personnel approvals. Hearing no requests for removal of items for further discussion or action, a motion was made by Bill Crandall and seconded by John Dierdorf to accept the proposed consent agenda. Motion passed unanimously (Deb Yadon was not present for this vote.)
Approval of 2016 Budget Advertisement	Edra Waterman presented the 2016 budget for the September 24 public hearing. The Finance Committee entered a motion to pass the 2016 Budget Advertisement. Motion passed unanimously (Deb Yadon was not present for this vote.)
Approval of 2015-16 Board Officers	The slate of officers for 2015-2016 was presented by the nominating committee as Brian Meyer (President), John Partlow (Vice President), John Dierdorf (Secretary), and Chris Jeter (Assistant Secretary/Treasurer). The board discussed trustee terms and minor revisions to the By-laws of the HEPL Board to be made for approval at the October meeting. A motion to accept the slate of officers was made by Bill Crandall and seconded by Chris Jeter. Motion passed unanimously (Deb Yadon was not present for this vote.)
Fund Balance Recommendation	Edra Waterman provided fund balance recommendations from Library Financial Consultant Mike Reuter at the Board's request. The conservative recommendation to maintain one half of the annual operating levy as the unassigned cash balance in the Operating fund, and to keep a total cash balance between all three funds (LIRF, Rainy Day and Operating) of one half of the operating budget would provide ample funds to weather any volatility in revenue.
Addendum to KBA Proposal	Library Director Edra Waterman shared a Facility Renovation Estimation Services proposal from Kimberly Bolan and Associates. The Board discussed outcomes expected from this step of the space planning project, including a detailed budget estimate for each location's renovation, recommendations for timing of building phases, and a report to be shared mid-October. A motion was made by John Dierdorf and seconded by Marita Oilar for KBA to proceed in

working with a cost estimator on this phase of the project (at a cost not to exceed \$14,040.) Motion passed unanimously.

**Director's
Report**

Edra Waterman asked for questions or feedback to the written report she had provided prior to the meeting. Discussion items included Food for Fines from August 31 through September 12 to collect non-perishable food items in exchange for waiving late fees and the interlocal agreement with Fishers Launch. Library Attorney Anne Poindexter advised adding a clause for not vacating the space by December 31, 2015. The board agreed to extend a lease payment increase of 25% for 2016 and requested that all improvements made to the space remain intact.

**Other Old or
New Business**

New Business:

- Library Director Edra Waterman recommended the library hold a flu shot clinic for staff and reimburse employees up to \$25 toward the vaccination. A motion to accept the recommendation was made by Marita Oilar and seconded by John Dierdorf. Motion passed unanimously.
- Edra Waterman shared information about the mylibraryrewards reading incentive program offered to the library, and the board requested more details be provided at a future meeting.

Adjournment

Bill Crandall made a motion to adjourn the meeting at 4:53 p.m.

Respectfully submitted,

John Dierdorf
EPL Board Secretary
(kso)