



Board of Trustees Meeting Minutes  
September 22, 2016

<b>Members Present</b>	Bill Crandall, John Dierdorf, Brian Meyer, John Partlow
<b>Members Absent</b>	Chris Jeter, Marita Oilar, Deb Yadon
<b>Others in Attendance</b>	Library Director Edra Waterman, Legal Counsel Anne Poindexter, Library staff members Kelly Oles, Beth Meyer, Katie Lorton; Kimberly Bolan Cullin, Rob Cullin of KBA
<b>Convene</b>	President John Partlow called the meeting to order at 4:15 p.m. in the 2 <sup>nd</sup> Floor Conference Room at the Noblesville Library.
<b>Consent Agenda</b>	Consent agenda included minutes of August 25, 2016 meeting, claims and warrants, and personnel approvals. Hearing no requests for removal of items for further discussion or action, a motion was made by Brian Meyer and seconded by John Dierdorf to accept the proposed consent agenda. Motion passed unanimously.
<b>Project Update - KBA</b>	Kimberly Bolan Cullin and Rob Cullin provided an update of the renovation project and feedback from meeting with the Library's leadership team. The Board reviewed the project budget and timeline, including the bid process and construction phase.
<b>2017 Trustee Committees</b>	Edra Waterman proposed involvement in the finance, building and grounds, long range planning and nominating committees to align with board roles. President John Partlow asked to review the recommendations with each member and vote at the next meeting.
<b>Administrator's Executive Recommendation (Flu Shots)</b>	Library Director Edra Waterman recommended the library reimburse employees up to \$35 toward a flu shot. A motion to accept the recommendation was made by John Dierdorf and seconded by Bill Crandall. Motion passed unanimously.
<b>2017 Staff Training Day</b>	Edra Waterman asked the Board to close the library for Columbus Day on Monday, October 9, 2017 in order to conduct staff training, rather than the first Friday in August. The Board agreed to vote on this change as part of the 2017 proposed schedule of holidays, closings and board meetings.
<b>Paid Time Off (PTO) Policy</b>	Library Director Edra Waterman asked the Board to vote on the PTO policy tabled for discussion at the August meeting. She reviewed the rationale to align with the upcoming payroll system migration and make administration of paid time off easier for all staff. The Board discussed how the change does not increase total maximum PTO liability and has minimal impact on staffing coverage. John Dierdorf made a motion to accept the policy, and Brian Meyer seconded. Motion passed unanimously.
<b>Director's Report</b>	Library Director Edra Waterman asked for questions or feedback to the written report she had provided prior to the meeting. Discussion

items included a meeting with Iconic Digital to discuss branding for the Makerspace, recognizing top Summer Reading Program youth participants at the HSE School Board Meeting, energy rebates for retrofitting lighting in both buildings, and final assessed value figures for the budgeting approval process through the County Council.

**Other Old or  
New Business**

Bill Crandall informed the Board that the purchase of Library property from Equicor Development has fallen through.

**Adjournment**

Bill Crandall made a motion to adjourn the meeting at 5:20 p.m.

Respectfully submitted,

John Dierdorf  
HEPL Board Vice President  
(kso)