

# **Parlin-Ingersoll Public Library Board of Trustees**

## **Minutes for May 21, 2014 Meeting**

### **A. ) Call to Order:**

**Present:** Pat Carter, Chris Duvendack, Jim Elson, Ralph Froehling, Brad O'Brien, Michelle Quinones, Charlotte Van Sickle, and Keely Vollmar

**Absent:** Kim Freiley

**Approved Motion:** The agenda was adjusted to allow discussion on the Ingersoll Trust to occur first since David Haynes, the Library Trust Officer from MidAmerica National Bank, was invited to share his insights. (Motion: Mr. Elson; Second: Mr. Carter.)

Mr. Froehling and Mr. Haynes shared their discussions with Ted Seidle, Linda Pence, and others regarding the investment strategies used by J.P. Morgan. Mr. Seidle has experience with the Securities and Exchange Commission. Ms. Pence has litigated on behalf of an Indianapolis church, whose trust was managed by J.P. Morgan, who since resigned as their trustee. The Board will continue exploring its options in this matter as well as any implications for the beneficiaries of the W.P. Ingersoll Trust.

### **B.) Approval of Previous Minutes:**

**Approved Motion:** Hearing no objections or corrections, the April 16, 2014 minutes and the May 1, 2014 Finance Committee minutes were approved as submitted. (Motion: Mr. Elson; Second: Mr. O'Brien)

### **C.) Public Comments**

There were no public comments

### **D. Communications**

#### **Library property boundary**

Mrs. Bunner told the Board that Michelle Murphy had inquired about the property boundary line between her home and the west side of the library parking lot. Mrs. Bunner and several staff members recall Mr. Wilson stating that the library boundary line was a few feet into the Murphy driveway. Mrs. Bunner could not find any evidence of any previous surveying having been conducted. Mr. Elson did also concur about the boundary line being somewhere in the driveway. He mentioned that municipalities cannot give away property without following specific procedures. The Board did not feel the need to pursue anything further at this time.

### **Letter on iTV3 fiber**

Eric Little sent an e-mail letter of inquiry regarding the library internet connections. He is interested in bringing iTV3 into the Canton area for the benefit of the community. Mrs. Bunner responded with information regarding the library's current connections, the contract with AT&T until 2017 for the T1 line, and the library's applications for e-rate funding. Mr. Little requested the information be shared with the Board.

### **Statements of Economic Interest**

Mrs. Bunner notified the Board she had received the filed copies of the Statements of Economic Interest from the Fulton County Clerk's Office for all Board members except Mr. Elson and Mr. O'Brien, who confirmed they had received their own at their residence.

### **Summer Reading Registration Update**

Registration for the 2014 Summer Reading Program began on May 12<sup>th</sup>. Many sessions were filled within a few days. The library does offer several activities that do not require registration and are open to everyone. Thus far, 202 signed up for the program. Many local businesses have donated prizes for the program. They are listed on the Donor Wall above the circulation desk.

### **Geocache Container Theft**

Mrs. Bunner reported that the geocache container provided by Steve Stremmel had been stolen. The library camera did capture the theft, but the resolution was not clear enough to identify the person responsible. Mrs. Bunner did notify the police. Mr. Stremmel wanted to try one more time as the location had been quite popular.

### **E-Cigarette Usage**

Mrs. Bunner reported that twice she has told patrons they were not allowed to smoke e-cigarettes in the library. The Canton City Council has been exploring a ban of e-cigarettes in public places as well and were investigating rulings at the state level. Many libraries have interpreted this type of smoking no differently than other smoking not allowed in their buildings.

### **Director's Activities**

Mrs. Bunner attended the following activities in April: City Insurance meeting; Rotary Work Day at Canton High School; Directors' Lunch, Retirement reception for Jean Arndt; and Rotary luncheon meetings.

### **E.) Director's Report**

#### **1.) Consent Agenda**

**Approved Motion:** The board voted unanimously to approve the consent agenda for this month as presented in the monthly board packet (Motion: Mr. Carter; Second: Mr. Elson).

## **2.) Nonresident Card Usage**

The board voted unanimously to accept nonresident library cards from other libraries and to issue nonresident cards to our residents outside the City of Canton. (Motion: Mrs. Quinones; Second: Mrs. Van Sickle). Mrs. Bunner will notify the RAILS library system of the action.

## **3.) Building Insurance Quotes**

Mr. Elson reported on his findings related to the building insurance quotes received.

**Approved Motion:** The board voted unanimously to accept the quote from Country Financial Insurance for a total of \$9735.90. (Motion: Mr. Elson; Second: Mrs. Vollmar).

## **4.) Board of Trustees Reappointment**

Mayor Fritz did reappoint Mr. Froehling, Mrs. Duvendack, and Mrs. Van Sickle at the May 6, 2014 City Council meeting.

**Approved Motion:** The Board decided to reappoint Mrs. Duvendack as President, Mr. O'Brien as Vice-President, Mrs. Quinones as Secretary, Mr. Elson as Treasurer, and Finance Committee members Mr. Carter, Mr. Elson, and Mr. Froehling. (Motion: Mr. Elson; Second: Mr. Carter).

## **5.) FY15 Budget**

**Approved Motion:** The board voted unanimously to accept the FY15 Budget dated 4/10/2014. (Motion: Mr. Froehling; Second: Mr. Carter).

## **6.) Director's Evaluation**

At 4:50 pm, C. Duvendack excused the Library Director from the meeting so that board members could discuss the Director's evaluation. After reviewing the evaluations collected from the board members, C. Duvendack presented items for review. Discussion ensued.

**Approved Motion:** B. O'Brien moved to award the Library Director a 3% increase in salary based on her first year's performance in the Director position. P. Carter seconded the motion. The motion passed with seven in favor; one opposed.

**Adjournment:** The meeting was adjourned at 5:10 p.m. (Motion: Mr. Froehling; Second: Mr. O'Brien).

**NEXT MEETING: The Board of Trustees will hold their next meeting  
Wednesday, June 18, 2014, at 4 p.m. at the Parlin-Ingersoll Public Library  
Board Room.**

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_