

Amended

Vermillion County Public Library  
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Vermillion County Public Library  
Board of Trustees Meeting  
Thursday, November 4, 2021

**CALL TO ORDER**

With determination of quorum President David Aukerman called the meeting to order. Board members present: David Aukerman, Robert Henry, Kaci Hooks, Amy Tolbert and Brian Brasker. Also present were library director Misty Bishop and library employee Rita Self.

**SECRETARY'S REPORT**

The minutes from the last meeting were read. A motion was made by Amy to accept the report with no changes, additions or corrections. The motion was seconded by Kaci, motion passed.

**TREASURER/BOOKKEEPER'S REPORT**

Misty presented the report.

End of Month Balance	\$720,030.46
SEPTEMBER 30,2021	19,817.43
October Expenditures	6,058.37
October Deposits	1,249.80
Outstanding Checks	706,271.40
<b>BANK BALANCE</b>	

The Warrant Register was passed and signed. A motion was made by Amy to accept the report with no changes, corrections or additions. The motion was seconded by Kaci, motion passed.

**DIRECTOR'S REPORT**

Misty introduced guest Eric Smith, a representative from HWC Engineering. Mr. Smith presented information about the library's ongoing drainage issues. See attached. The subject of someone from the board attending Newport's next town board meeting was brought up to have the town made aware of the issues the library is having. Misty reported hearing from Farrington Excavation about their findings or proposal of the

same problem. Mr. Farrington stated he doesn't currently have time to take on this type of project.

#### **SECURITY LIGHTS**

Misty reported a power outage during a storm on October 11, 2021 which affected the security lights in the main library and elevator. Discussion by the board brought up the subject of approaching Duke Energy about a full building surge protector and a stand-by generator for the building. Misty will contact someone as soon as possible.

#### **RESOLUTION TO AUTHORIZE DIRECTOR SIGNATURE ON GRANT DOCUMENTS**

Misty presented a resolution that would give her authorization to sign grant documents without having to wait for a scheduled board meeting. A motion was made by Brian to accept the resolution with no changes, additions or corrections. The motion was seconded by Robert, motion passed and the resolution was signed.

#### **RESOLUTION TO ESTABLISH AN AMERICAN RESCUE PLAN ACT (ARPA) GRANT FUND**

Misty presented a resolution to create a separate fund for financial dealings concerning ARPA Grant Funds so it will not be included in the Library Operating Fund. A motion was made by Amy to establish this fund and accept the resolution with no additions, corrections or changes. The motion was seconded by Brian, motion passed, and the resolution was signed.

#### **CONFLICT OF INTEREST FORM**

Misty had Amy sign a conflict of interest form because her husband, Joey Tolbert is going to be hired as the new maintenance/housekeeping person.

#### **NEW BUSINESS**

Robert asked Misty if there was a reason the library was closed Saturday, October 30<sup>th</sup>. Misty reported that she wasn't aware of the situation until the library opened the Monday morning after. Library employee Debby Warren hadn't shown up to work her scheduled Saturday. Misty has since talked with the employee and has remedied the situation.

#### **NEXT MEETING**

The next scheduled meeting will be Thursday, December 2, 2021 at 5:00pm.

#### **ADJOURNMENT**

A motion was made by Brian to adjourn the meeting, seconded by Kaci, motion passed.