

Vermillion County Public Library  
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Vermillion County Public Library  
Board of Trustees Meeting  
Thursday, December 2, 2021

**CALL TO ORDER**

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

**SECRETARY'S REPORT**

The minutes from the last meeting were read. David asked that the meeting minutes be amended to include the situation with library employee Debby Warren. A motion was made by Robert to accept the minutes with the addition, seconded by Kaci, motion passed. New minutes will be typed up. See amended minutes.

**TREASURER/BOOKKEEPER'S REPORT**

Misty presented the report.

End of Month Balance	
October 31, 2021	\$706,271.40
November Expenditures	20,737.37
November Deposits	5,874.15
Outstanding Checks	3,945.89

**BANK BALANCE** 691,408.18

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

**DIRECTOR'S REPORT**  
**EMPLOYEE EVALUATIONS**

Misty presented a discussion of all employee evaluations. A discussion was brought up that the cost of living has risen significantly. The subject of employee salary caps and possibility for employee raises was discussed. A motion was made by Angie to accept the employee evaluations. The motion was seconded by Robert, motion passed. A motion was made by Angie to release the salary caps, seconded by Robert, motion passed. A motion was made by Robert to give part-time as well as full time employees a salary increase of 4% for 2022. The motion was seconded by Kaci, motion passed.

#### **AUDIT**

Misty reported she and Brian had a ZOOM meeting with the State Board of Accounts for the end of year library audit. All went well.

#### **SECURITY LIGHTS**

Misty reported she is still trying to contact maintenance for the elevator security light. The elevator light has yet to be repaired after the storm. Misty brought up the possibility of changing maintenance companies for the elevator.

#### **CONFLICT OF INTEREST**

Misty presented the board with a new conflict of interest form for housekeeping employee Joey Tolbert. A motion was made by Robert to approve Joes as new library housekeeping/maintenance employee. The motion was seconded by Kaci, motion passed with Amy abstaining from vote. The form was then signed.

#### **OLD BUSINESS**

Misty presented information and proposal with HWC dealing with the library's ongoing drainage, sewer system, storm system issues. See attached. A motion was made by Robert to accept the proposal with no changes, additions or corrections. Kaci seconded the motion, motion passed.

Misty presented information that she has been in contact with Kevin Wickens Construction about the doors for the upstairs library main entrance. He will be sending her a quote.

Misty informed the board members that they, as well as the general public are welcome to attend the live reindeer program at the library December 9<sup>th</sup>.

#### **NEXT MEETING**

The next scheduled meeting will be Thursday, January 6, 2022.

#### **ADJOURNMENT**

A motion was made by Amy to adjourn the meeting, seconded by Angie, motion passed.