

**OFFICIAL RECORDS OF  
THE ALLEN COUNTY PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Meeting of November 17, 2011 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in regular session on Thursday, November 17, 2011 at 3:40 p.m. at the main library. Present: Mr. Hoemig, presiding, Mr. McMahan, Mr. Seifert, Mr. Moss, Ms. Johnson, Ms. Shamanoff. Absent: Mr. Gerni.

**ADOPTION OF THE AGENDA**

On motion of Ms. Johnson the agenda was adopted as presented.

**APPROVAL OF MINUTES**

On motion of Mr. McMahan, the minutes of the following meetings were approved as written:

- a. Minutes of executive session October 27, 2011.
- b. Minutes of regular session October 27, 2011.

**FINANCIAL REPORT**

On motion of Mr. Seifert, the financial report for October 2011 was approved. A copy of this report is appended to and made a part of these minutes.

**APPROVAL OF CLAIMS**

Mr. Krull certified that the claims summarized below, and more particularly described in the register of claims filed in the office of the treasurer, were true and correct and supported by appropriate documentation to the best of his knowledge and belief. Then on motion of Ms. Shamanoff, the claims were approved for payment.

**Wires**

<b>Payroll</b>	11/10/11	gross	\$ 399,628.84	net	\$ 290,992.13
		Payroll Taxes			\$ 103,497.71
				<b>Payroll Subtotal:</b>	<b>\$ 394,489.84</b>

**Accounts Payable Check Batches:**

(see "Check Register" for detail of total)

Chase Bank general operating accounts	11/10/11	#185806-#186270	\$ 546,562.42
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Less Voids #182766 & #185776 \$ (116.99)

**Chase Bank Subtotal: \$ 546,445.43**

**Accounts Payable Check Batches Subtotal: \$ 546,445.43**

**Grand Total: \$ 940,935.27**

**Wires**

**Payroll**

**Accounts Payable Check Batches:**

(see “Check Register” for detail of total)

Chase Bank general 11/17/11 #185271-#185645 \$ 175,344.13  
operating accounts #186271-#186645 \$ 175,344.13

Less Voids #185271-#185645 \$ (175,344.13)  
#185834 (20.00)

**Chase Bank Subtotal: \$ 175,324.13**

**Accounts Payable Check Batches Subtotal: \$ 175,324.13**

**Grand Total: \$ 175,324.13**

**REPORT OF DIRECTOR**

Mr. Krull reviewed the staffing report, a copy of which is appended to and made a part of these minutes.

The Indiana Library Federation held its annual conference in Fort Wayne November 14-16. More than 900 people registered for the conference and ILF officials reported much favorable feedback on the conference, including the Grand Wayne Center, the ACPL, and downtown Fort Wayne and environs.

The library's collaboration with TekVenture is moving forward with the installation of the "Maker Station" on the Webster/Washington parking lot. The facility will begin offering tours for library staff and some limited hours for the general public over the next few weeks.

Mr. Krull noted the following news items about the library:

Editorial titled "Dripping on History." *The Journal Gazette*, October 21, 2011.

"Record Chapter for Summer Books." *The Journal Gazette*, October 28, 2011.

"Moment in a Moment." *The Journal Gazette*, October 30, 2011.

"Book Notes" column. *The News-Sentinel*, November 5, 2011.

Photo titled "Duct Tape Even Helps Protect Privacy." *The Journal Gazette*, November 8, 2011.

"E-dification." *The Journal Gazette*, November 8, 2011.

#### **REPORT OF FINANCE AND PERSONNEL COMMITTEE**

Mr. Krull reviewed the committee's report with recommendations for the 2012 pay and benefits program. After discussion, the board approved recommendations as contained in the committee report that is appended to and made a part of these minutes.

#### **RESOLUTION 2011-15, "RESOLUTION TO APPROVE A PAY STRUCTURE FOR 2012."**

Mr. McMahan moved the adoption of Resolution No. 2011-15, "Resolution to Approve a Pay Structure for 2012." The motion carried and the resolution so adopted is appended to and made a part of these minutes.

#### **PUBLIC HEARING ON PROPOSED ADDITIONAL APPROPRIATIONS**

Mr. Hoemig opened the meeting for public comments on proposed additional appropriations. No members of the public appeared to speak on the matter of the appropriations, and the hearing was closed.

#### **RESOLUTION 2011-16, "RESOLUTION OF ADDITIONAL APPROPRIATIONS."**

Mr. Moss moved the adoption of Resolution No. 2011-16, "Resolution of Additional Appropriations." The motion carried and the resolution so adopted is appended to and made a part of these minutes.

#### **RESOLUTION 2011-17, "RESOLUTION TO AMEND ALLEN COUNTY PUBLIC LIBRARY BYLAWS."**

Ms. Johnson moved the adoption of Resolution No. 2011-17, “Resolution to Amend Allen County Public Library Bylaws.” The motion carried and the resolution so adopted is appended to and made a part of these minutes.

**DETERMINATION BY PURCHASING AGENT TO USE THE REQUEST FOR PROPOSALS (RFP) PROCESS INSTEAD OF COMPETITIVE BIDDING FOR PROCUREMENT OF A NEW INFORMATION TECHNOLOGY SYSTEM.**

Mr. Krull, the library’s purchasing agent, presented the following determination: “Because of the complex nature of the desired purchase of a new information technology system, acquisition of necessary computer hardware, software, supplies, and services to implement this project by the competitive bidding process would not prove practicable or advantageous to the library. Therefore, the library will purchase a new information technology system using the Request for Proposals process authorized by IC 5-22-9-1 through IC 5-22-9-10.”

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 4:23 p.m.

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Alan McMahan, Secretary