

**REGULAR MEETING OF THE  
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY BOARD  
November 13, 2012**

The Jeffersonville Township Public Library Board of Trustees met in regular session November 13, 2012 in the Board Room of the Jeffersonville Township Public Library at 211 E. Court Avenue, in Jeffersonville. The regular Board meeting was called to order at 4:07 p.m. by Palmquist, vice-president. Those present were Palmquist, vice-president; Gibson, treasurer; Kendrick-Appiah, secretary; Kovert, trustee; Throckmorton, trustee; and Wilson, trustee; Staff members: Lori Morgan, Youth Services Manager; Gillenwater; and Kelien. Absent: Shea, president, Pollard, Library Director.

Lori Morgan attended the meeting since Libby Pollard is on medical leave. Becky Kelien, Adult Services Manager, represented the Staff Association at the meeting. The minutes of the October 2, 2012 meeting will be submitted for approval at the next meeting.

**Consent Agenda**

**Approval of Checks for October 2012**

Gibson made the motion with Wilson seconding to approve claims numbered 701 to 794 in the amount of \$240,658.99. Motion approved unanimously.
--

There were three payrolls in October. The checks have already been mailed as approved by the Board at the last meeting. There was a large payment to Johnson Controls for the quarterly maintenance agreement.

**Financial Report**

**Review of October 2012 Financial Report**

The October Financial Report was submitted to the Board. Since Pollard has not had an opportunity to look over the report, she asked that the Board wait until the next meeting to discuss the report. [Kendrick-Appiah arrived at 4:10 p.m.]

**Staff Association**

Becky Kelien, Adult Services Manager, represented the Staff Association at the meeting. Andrea Grunden, Library Aide, has resigned as of October 3. Her replacement, Elizabeth Zelivetz, started today. Staff Institute Day went well. We had two speakers. One talked about Emotional Intelligence and the other talked about Providing Better Customer Service. It was a good day for the staff. The Friends of the Library paid for lunch which was catered by the Depot. The staff is working on completing the project to memorialize former staff member Audrey Russell-Brooks. Donations were taken and a tree has been planted in her memory on the terrace. More donations are being solicited to purchase a plaque to be mounted by the tree.

## **Old Business**

### **Report on Clarksville Branch Roof**

The roof at the Clarksville Branch Library is complete. Kovert walked the roof with the contractor last Friday. He made a list of some punch list items. The roof drain grates that are on the top of the roof are plastic and too lightweight. When trees lose leaves, they could wash down the drain pipes and cause clogging. Kovert will write up something and will give it to Pollard. Stemler Plumbing can probably replace them. The drivet material has some open exposed areas that will deteriorate. They have nothing to do with the roof. High on the South side, some of the drivet has pulled loose from the wall up to two inches. If we get snow, we could have water leaks in this space. Kovert will follow up with Seabolt, Branch Manager.

There is still a leak around the center skylight above the desk. The interior drains for the roof are more difficult to clean. They are interconnected to the storm line that goes under the roof. There is no gravel on the roof, only the rubberized roof. Kovert will have more information for the next meeting. The Board thanked Kovert for helping with the project.

### **Other Items**

The Library has received a grant from the Community Foundation in the amount of \$2,600. With that grant, we will purchase a computer that has special educational software for school age children. We will also purchase more story hour and bilingual bags for the collection. The Library will also receive a grant from Clark County Youth Coalition that will be used to purchase the database *Story Before Bedtime*. Patrons can access *Story Before Bedtime* from the library's website. The staff will read children's stories and they will be stored as a database accessible through the website. A local foundation has suggested that the Library apply for a grant that can be used to upgrade the teen room.

Since the fountain in the Lower Level has been turned off, there have been no further concerns expressed about the fumes from the staff. Pollard is going to the doctor on November 19 and he will determine when she can return to work. She is in rehab now. She is more active, but tires easily. She has trouble sitting for very long.

The next meeting of the Board will be on December 4.

**There being no further business to discuss, the meeting was adjourned.**