Ohio Township Public Library System
Board of Trustees
Regular Monthly Meeting
November 18, 2016

Trustees Present: K. Bartelt, B. Larson, S. McCool, J. Sims
Trustees Absent: B. Mathis, K. Rowe, J. Selby
Staff Present: T. Smith, Director
Others Present:

In accordance with advertisement, the Ohio Township Public Library System Board met in regular meeting at 5:00 p.m. at the Bell Road Library, B. Larson presiding.

1) Minutes. K. Bartelt moved to approve the October 18, 2016 minutes. J. Sims seconded the motion. Motion carried.

2) General Public Forum. None

3) Information Items. Trista reminded the Board that there will be a marketing plan session at the library on November 17th, she reported on attending ILF, she told the Board that the Friends of the Library brought in $2500 in their silent auction, and she discussed the Library’s annual Staff Day.


5) Bills. K. Bartelt moved to approve the bills in the amount of $31,396.70. J. Sims seconded the motion. Motion carried. A copy of the bills document is attached to the minutes in the office.

6) Personnel Report. J. Sims moved to approve the November Personnel Report. K. Bartelt seconded the motion. Motion carried. A copy of the Personnel Report is attached to the minutes in the office.

7) Adopt Updated Personnel Policy. K. Bartelt motioned to adopt the updated Personnel Policy. J. Sims seconded the motion. Motion carried.

8) Adopt Internal Controls Policy. S. Mccool motioned to adopt the Internal Controls Policy. K. Bartelt seconded the motion. Motion carried.

9) Approve Transfer of Appropriations for Library Operating Fund. J. Sims motioned to approve the transfer of appropriations for the Library’s operating fund. K. Bartelt seconded the motion. Motion carried.

10) New Business: None

11) Next meeting. December 20, 2016 at 5 pm.

12) Adjournment. Meeting adjourned.
B. Larson, President

J. Selby, Member

J. Sims, Vice President

B. Mathis, Member

K. Rowe, Treasurer

S. McCool, Member

K. Bartelt, Member