



Board of Trustees Meeting Minutes
January 28, 2016

Members Present	Bill Crandall, Chris Jeter, Brian Meyer, Marita Oilar, John Partlow, Deb Yadon
Members Absent	John Dierdorf
Others in Attendance	Library Director Edra Waterman, Legal Counsel Anne Poindexter, Library staff members Robyn Neal, Kelly Oles, Beth Meyer, Katie Lorton and Diane Krall, and Julie Bingham of First Person Benefits Advisors
Convene	President Brian Meyer called the meeting to order at 4:23 p.m. in the 2 nd floor Conference Room at the Noblesville Library.
Consent Agenda	Consent agenda included minutes of December 16, 2015 meeting, claims and warrants, personnel approvals, request to encumber 2015 funds for outstanding purchase orders, and resolution for year-end transfer of appropriations between major categories. Hearing no requests for removal of items for further discussion or action, a motion was made by Marita Oilar and seconded by Bill Crandall to accept the proposed consent agenda. Motion passed unanimously. (John Partlow and Chris Jeter were not present for this vote.)
Temporary Adjournment	The regular meeting of the full Library Board temporarily adjourned.
Board of Finance Meeting	The meeting of the Library Board of Finance was called to order by Board President Brian Meyer.
<i>Officers</i>	Brian Meyer was nominated to serve as President and Marita Oilar as Secretary of the Board of Finance. Bill Crandall made a motion to accept the nominations. Deb Yadon seconded the motion and the motion passed unanimously. (John Partlow and Chris Jeter were not present for this vote.)
<i>Overview of Investments</i>	Business and Finance Manager Robyn Neal reported on the status of the Library's investments in 2015. Investments earned \$3,062.60.
<i>Publicizing Newspapers</i>	It was designated that The Times of Noblesville and The Indianapolis Star remain as qualified publications for the Library to publish notices. Motion was made by Marita Oilar and seconded by Deb Yadon. Motion passed unanimously.
Adjournment	Motion was made by Bill Crandall to adjourn the meeting of the Board of Finance.
Reconvene	The regular meeting the full Library Board was reconvened. Board President Brian Meyer appointed John Partlow as pro tem secretary, in John Dierdorf's absence.
Administrator's Executive Recommendation	Library Director Edra Waterman recommended that the Board accept the Anthem renewal of the current High Deductible Health Plan, maintaining the current 90/10 premium split for medical, dental and vision coverage, as well as continue the library's \$1500 annual

(2016-17 Health Insurance)	contribution into employees' HSA accounts. After discussion of the 7.1% renewal increase and annual claims experience, a motion was made by John Partlow and seconded by Chris Jeter to accept the recommendation. Motion passed unanimously.
Compensation Study Results/ Recommendations	Julie Bingham shared an overview of the compensation study prepared by First Person Benefit Advisors. Discussion items included a revised salary structure based on benchmarking data and future work towards developing a compensation philosophy and total rewards statements for employees. John Partlow made a motion to accept the revisions to the salary structure, and Deb Yadon seconded. Motion passed unanimously.
Architect RFQ	Library Director Edra Waterman shared a Request for Qualifications for architectural design services for the renovation project. The Board discussed the number of firms invited to bid on the project, the proposed timeline, and desire for a design that will set the Library apart. Chris Jeter made a motion to proceed with issuance of the RFQ, and John Partlow seconded. Motion passed unanimously.
Amendment to Purchase Agreement	Edra Waterman shared a First Amendment to Purchase Agreement drafted by Equicor Development, LLC for extending the inspection period from April 10, 2016 until August 10, 2016 so the buyer of the Library property at State Road 32 and Little Chicago Road may complete due diligence. Marita Oilar made a motion to approve the agreement once corrected to Hamilton East Public Library, a municipal corporation. Bill Crandall seconded the motion and the motion passed unanimously.
Director's Report	Edra Waterman asked for questions or feedback to the written report she had provided prior to the meeting and shared the Year One (2015) Priorities. Discussion items included preparation of the annual report survey for the Indiana State Library, the city delay of vacating the Launch space, continued research into meeting room software, and the potential need to appropriate funds for the renovation project.
Other Old or New Business	Old Business: - Library Attorney Anne Poindexter requested Board signature of a Resolution stating that the Interlocal Agreement was signed and approved on December 16, 2015. - Bill Crandall was contacted by a local business about the possibility of gaining access through the Noblesville Library parking lot.
Adjournment	Bill Crandall made a motion to adjourn the meeting at 5:53 p.m.

Respectfully submitted,

John Partlow
HEPL Board Secretary (pro-tem)
(kso)