

Westchester Public Library
Board of Trustees
Minutes
January 4, 2018

A special meeting of the Westchester Public Library Board of Trustees was held in the Board Room at the Thomas Public Library, 200 West Indiana Avenue, Chesterton, Indiana, on Thursday, January 4, 2018 at 7:00 pm.

Board members present: Kathryn Cochran, Michele Corazzo, Michael Livovich, Drew Rhed, Nick Tilden, Abbe Trent, and Rondi Wightman

Also present at this meeting were Director Leea Yelich, Attorney Terry Hiestand, Library employees Julia Christensen and Jessica Deiotte, and two members of the public.

This meeting was called to order by Board President Michael Livovich at 7:00 pm.

Resignation of Library Director

President Livovich announced the receipt of the resignation of Library Director Leea Yelich. President Livovich thanked Director Yelich for her efforts and Board Member Kathryn Cochran wished Director Yelich the best. Nick Tilden made a motion to accept the resignation which motion was seconded by Abbe Trent. All Trustees voted in favor and motion passed.

Appointment of Interim Library Director

President Livovich purported although Director Yelich had brought up several possible names to serve as an Interim Library Director that he was quite satisfied that former Director Phillip Baugher had expressed an interest in serving as Interim Library Director to assist the Board of Trustees in managing the Library and conducting an appropriate search for a new Library Director. Rondi Wightman made a motion to appoint Phillip Baugher as the Interim Library Director which motion was seconded by Drew Rhed. All of the Trustees voted in favor of the motion and the motion passed.

Amendment of the Computer Disaster Recovery Plan

Attorney Hiestand indicated that in his conversations with Phillip Baugher, Mr. Baugher had suggested that an amendment to the Computer Disaster Recovery Plan to ensure that the username "Director" would have administrative privileges for all Library programs and be provided with a current and updated list of all passwords, including a copy to be filed in the Library safe. Attorney Hiestand presented a form of amendment. Kathryn Cochran moved that the amendment proposed for the Computer Disaster Recovery Plan be approved and the motion was seconded by Nick Tilden. All Trustees voted in favor of the motion and the motion passed.

Attorney Hiestand reported that Mr. Baugher had indicated that the Computer Disaster Recovery Plan, copies of which had been distributed to the Trustees called for a backup of the

bookkeeping and accounting system through an offsite server daily and that Mr. Baugher's recollection was that at one time a server had been maintained in the Baugher Center and that there were some blank payroll warrants stored there. Director Yelich was instructed to speak with I.T. Manager Joe Harry concerning the amendment of the Computer Disaster Recovery Plan and to verify that the bookkeeping and accounting system was appropriately being backed up offsite.

Adjournment

Trustees were reminded that the next meeting of the Board of Trustees will be held at 7:00 pm on January 11, 2018 at the Hageman Library.

Drew Rhed made a motion to adjourn the meeting at 7:30 pm.

Respectfully submitted,

Terry K. Hiestand for
Drew Rhed, Secretary

The Board of Trustees then reconvened in executive session to discuss job performance evaluation of individual employees.