

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
November 8, 2021  
Board Meeting 4:00 – 5:00 pm

Call to Order

By order and permission of the Governor, the meeting was held by virtual attendance (Zoom). President Gron called the meeting to order at 4:04 p.m.

Members Present by Zoom: Monta Frazier, Gary Gron, Laura Hack, Vern Jorck, Stephen Shipley, Billie Whitted, and Mike Wilkerson. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator. Maddie Paul, Community Relations Manager. Mike McIver, Attorney.

Absent: None

Approval of Minutes

The minutes of the October 11, 2021 board meeting were reviewed. Wilkerson moved and Hack seconded approval of the October 11, 2021 board meeting minutes as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 708 through 777 in the amount of \$380,712.29 were reviewed. Hatton made note of the following claims: Claim 735 to Dasher Printing for new library cards with the current logo. Claim 741 for a snow blower. Claim 750 to Louis Joyner for the Red Room project. Claim 752 to Midwest Collaborative for three databases; Ancestry, Mango Languages and NoveList. McIver asked if the Ancestry database is only available at the library. Hatton answered generally yes, but that during the pandemic, they opened it to be available for in-home use for patrons. Claim 761 to Repp & Mundt for work on the courtyard outside the Red Room and the Sixth Street stairs. Jorck moved and Shipley seconded approval to pay Claims 708 through 777 in the amount of \$380,712.29. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. Adoption of the 2022 Salary Schedule. Hatton said the schedule being presented is only slightly changed. He said the Shelf Attendant position had been removed. There were questions regarding accrual policies and the number of positions at each level of the schedule. Hatton shared data and there was discussion. Frazier moved and Jorck seconded approval to accept the 2022 Salary schedule as presented. The Board was polled and all answered Aye. Motion carried unanimously.

B. Establishing Nominating Committee for 2022. Hatton said that the slate of officers can be voted on at the December Board meeting. Gron asked for volunteers, stating he would volunteer. Whitted and Frazier volunteered to serve on the committee. Jorck said he is planning to step down in 2022, as he will be living a portion of the year out of state. Gron said they would take that into consideration in their nominations. Gron accepted the volunteers for the committee.

C. Resolution to Establish ARPA Grant Fund. Hatton said we are required by the State Board of Accounts to establish a separate fund for monies received through the ARPA grant. He presented the template for such resolution as provided by the SBOA. Wilkerson moved and Jorck seconded approval to adopt said resolution. The Board was polled and all answered Aye. Motion carried unanimously.

### Reports

A. Introduction of Maddie Paul. Hatton introduced Maddie Paul as our new Marketing and Communications Manager. Gron asked what she envisions for this role. Paul answered that she is meeting with other departments. She said we have so many resources here already and she is hoping to connect with other groups in the community. She is looking to engage the Hope Branch even more. She wants to start a program of telling stories of the people who live in our communities. Whitted asked about increasing our Facebook and online presence. Paul answered that she is working on a robust marketing plan and strategy guide, targeting about 3 months out. She said she wants BCPL to fully use social media and digital resources together with the tangible resources on site to provide the best balance of services for our patrons. Wilkerson asked about radio usage. Hatton responded that Mary Clare Speckner, who has generally been our voice on the radio, will still be here through December, and that we will re-visit radio afterward. He said that Paul has an excellent understanding of the logistics of social media. Paul said she is studying the analytics of the Mobile App in particular, to see how it is being used and how we can better promote change and growth. Jorck noted that the Marketing Services position is not on the Salary schedule. Hatton answered that Paul's position is Department Supervisor. Frazier asked if the library has a Facebook presence. Hatton said that we do, but the ability exists for us to go further with and better utilize Facebook and other platforms and outlets. He said that the various platforms all have different targeted audiences. Paul said we want to expand into different sources and expand our presence.

### Public Comment – 10 minutes

None.

### New Business

Hatton reminded the Board that the next meeting is scheduled for December 13. There will be an executive session at 4:00 pm, with the regular meeting to follow at 4:30 pm. He said that the Governor might not extend the health emergency, which means the meeting would be in person. He said he would update the Board as he learns more.

Whitted asked if we need to refresh our policy on the in person/virtual meetings. McIver answered that we should be in good shape. We deliberately drafted our policy around the language in the July 2021 legislation.

Gron asked the Board members to please send him the Director evaluation forms prior to the December meeting.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:30 p.m.

Attested:

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Billie Whitted, Secretary

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Gary Gron, President