

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
November 14, 2022  
Board Meeting 4:00 – 5:00 pm

Call to Order

The meeting was called to order at 4:01 p.m. by President Gron.

Present on site: 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. Mike McIver, Attorney.

Present via Zoom: None

Absent: None

Approval of Minutes

The minutes of the November 1, 2022 special meeting were reviewed. Wilkerson moved and Jorck seconded approval of the November 1, 2022 special meeting as presented. The Board was polled and all answered Aye. Motion carried unanimously. The minutes of the October 17, 2022 meeting were reviewed. Wilkerson moved and Frazier seconded approval of the October 17, 2022 meeting as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 711 through 781 in the amount of \$292,344.31 were reviewed. Hatton made note of the following claims: Claim 733 for ComicsPlus database. Claim 743 for priming and painting the railings. Claim 748 to Greenwood Library Foundation for shelving units. Claim 754 for Just For Kids database. Claim 779 to Driftwood Builders for won on the Visitors Center property. Hack moved and Shipley seconded approval to pay Claims 711 through 781 in the amount of \$292,344.31. The Board was polled and all answered Aye. Motion carried unanimously.

B. Year-end Spending. Hatton reviewed the budget and where we stand on our 2022 financials. Whitted asked about line items that were overspent. Hatton reported on the specific categories and reminded the Board that at the end of the financial year, we will move money from underspent lines to overspent lines. He said that a list of transfers will be presented at the January Board meeting as usual.

Action Items

A. Acceptance of Flooring Bids. Hatton presented the information from the bids opened at the November 1 special meeting. Whitted asked if the library would be closed at all during the flooring project. Hatton answered that we don't know what the status will be during that

time. He said the project is an 8-phase project and that there may be rolling restrictions as we work our way through the project.

Hatton said the recommendation from the Architect and the Construction Manager are that we accept the low bid in each category - Bid category 1 for the flooring, tiling, and LVT from the Jack Laurie Group in the amount of \$455,664 and Bid category 2 for terrazzo from Santarossa in the amount of \$77,000. Whitted moved and Jorck seconded that the bids be accepted as presented. The Board was polled and all answered Aye. Motion carried unanimously.

B. Establishing Nominating Committee for 2023. Hatton said that the slate of officers can be voted on at the December Board meeting. Gron asked for volunteers, stating he would volunteer. Hack and Frazier volunteered to serve on the committee. Wilkerson moved and Whitted seconded to accept the nominating committee as presented. The Board was polled and all answered Aye. Motion carried unanimously.

C. Holiday Policy. Hatton said he had not received any comments or suggestions on the draft he presented in October. He reminded the Board of the changes. With the new policy, part-time employees would receive holiday pay on a sliding scale based on the hours worked, Juneteenth will be added as a closed holiday, holiday time will be removed from Thanksgiving Eve, and New Year's Eve will be a full-day closure. Shipley moved and Frazier seconded approval of the update Holiday schedule as presented. The Board was polled and all answered Aye. Motion carried unanimously.

## Reports

### A. Director's Report.

1. Maddie Paul applied for and received a grant from Google for up to \$10,000 per month for advertising on all Google platforms.

2. We recently held the 3<sup>rd</sup> session with Margaret Sullivan Studio. He said there have been good discussions in each session.

3. We have received some reconsideration forms. The book in question on several of the forms was determined to be retained as cataloged in the Adult section. An appeal was filed on that decision and Hatton affirmed the decision to retain. Regarding the other requests, one book was weeded due to outdated information, three books were retained in the Teen section and one book is still under consideration.

4 - a1. Hatton presented the Board with a report from the Teen Materials Subcommittee on phase 1. The committee is looking at best practices. They have talked to 30 libraries, both in Indiana and throughout the country, and presented data gleaned from those conversations. They will continue to analyze our collection and our policies. Whitted proposed a written shelving policy on graphic novels to provide transparency to the community. Hatton questioned why the library would single out one genre and said that based on the cataloging process, adult graphics will always be shelved by staff in the adult section. Hack asked for a definition on the phases of the Subcommittee's process. Hatton said phase 2 is an analysis and survey

of our own collection and phase 3 will be forming a plan going forward. He said that the Board would be updated on all phases as they progress.

5 – a2. Hatton reminded the Board that we need to review and readopt our Internet Use Policy annually to comply with CIPA. He said we started from scratch as the original policy has been in use for several years. He presented a draft of the new policy as well as a copy of the current policy and asked for feedback.

#### Public Comment – 10 minutes

Several members of the community attended the meeting to express their thoughts and opinions in support of the materials available at the library. They expressed their opinions on several topics. McIver reminded those wishing to speak that this time is for comment only, not questions or debate. There was a sign-in sheet available prior to the start of the meeting and all who signed up were given their time to comment as they chose. Those making a comment were thanked for their input and reminded that we do listen to their concerns and evaluate their feedback.

#### New Business

A. Hatton reminded the Board members of the date of the November 14 Board meeting.

#### Adjournment

There being no other business to come before the board, the meeting was adjourned at 5:32 p.m.

Attested:

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Billie Whitted, Secretary

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Gary Gron, President