

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
January 17, 2022
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 4:00 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. Mike McIver, Attorney.

Absent: None

Approval of Minutes

The minutes of the December 13, 2021 executive session and regular board meetings were reviewed. Frazier moved and Shipley seconded approval of the December 13, 2021 executive session and regular board meetings as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 846 through 903 and 1 through 30 in the total amount of \$582,683.88 were reviewed. Hatton reminded the board that there are two claims lists as the claim numbers start over at the beginning of each year. He made note of the following claims: Claim 851 to Brodart is for the ComicPlus database. Claim 863 to the Indiana State Library is for the OCLC First Search platform. Claim 903 is the transfer to the Rainy Day Fund from Operating. Claim 5 to AVC is for our accounting software and cloud storage. Gron asked if we could approve both claims lists together. McIver answered as long as it is clear both lists are being approved. Whitted asked about Claim 849 for a presenter who cancelled. Hatton responded that the presenter cancelled due to an illness. Gron asked for a motion to approve both claims lists. Jorck moved and Wilkerson seconded approval to pay Claims 846 through 903 and 1 through 30 in the total amount of \$582,683.88. The Board was polled and all answered Aye. Motion carried unanimously.

B. Approval of Treasurer's Bond. Hatton advised that the Treasurer's Bond in the amount of \$35,000.00 must be approved by the board each year and filed with the Records office. The bond for 2022 is for Stephen Shipley. Whitted moved and Jorck seconded approval of the Treasurer's Bond as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. End of 2021 Transfers. Hatton reminded the Board that it is necessary to eliminate any negative balances in appropriations. Transfers within major budget categories can be made by motion. Transfers between major budget categories must be made through a resolution. The Motion to Transfer Funds within major categories in the amount of \$162,949.00 was reviewed. Hack moved and Frazier seconded approval of the Motion to Transfer Funds totaling \$162,949.00 within major categories. The Board was polled and all answered Aye. Motion carried unanimously.

Hatton reviewed the Resolution to Transfer Funds from Other Services to Supplies and Capital Outlays totaling \$20,175.37. Jorck asked about the line for Overtime. Hatton answered that we traditionally paid for Sunday hours from that line, and as we stopped being open on Sundays, a surplus remained. Jorck asked about the fund 3.74 T1 Internet. Hatton answered that we receive a grant from the State Library to offset the costs of internet service, but we still have to fund the account in case we would not receive that money from the state. Whitted moved and Jorck seconded approval of the Resolution to Transfer Funds totaling \$20,175.37 as presented. The Board was polled and all answered Aye. Resolution approved unanimously.

B. Resolution to move money into Rainy Day fund. Hatton reported that we spent less than our 2021 appropriation funds and that it would be beneficial to move the overage into the Rainy Day fund for future expenses. He suggested moving \$143,900.00 into the Rainy Day fund. We have the option to move funds into LIRF or Rainy Day. He said Rainy Day is more flexible when it comes to spending as LIRF is only for capital projects. Jorck moved and Frazier seconded approval to transfer \$143,900.00 from Operating to Rainy Day fund. The Board was polled and all answered Aye. Motion carried unanimously.

C. Appointment of Board of Finance 2022. Gron agreed to serve as President, Shipley agreed to serve as Secretary, and Wilkerson volunteered to serve as Member at Large to the Board of Finance.

D. Public Comment Policy. Hatton said we currently have no policy in place, as we rarely have public comments. He said having a policy gives us a guideline on when or how to manage comments. This gives authority to the Presiding officer to move to next speaker, if necessary. Gron asked McIver if this is within the parameters of free speech. McIver responded that even though our meetings are open to the public, there is no requirement to allow speaking, and that the board can set the framework for such allowance. He continued that what Hatton has drafted is reasonable. Gron asked for a motion to approve the Policy on Public Comments. Hack so moved and Frazier seconded. The Board was polled and all answered Aye. Motion carried unanimously.

Reports

None.

Public Comment – 10 minutes

None.

New Business

Hatton made a PowerPoint presentation to the board regarding an opportunity for the library in the form of a donated building and land on the north side of Columbus. After the presentation, there was discussion on the pros and cons of said donation. Hatton recommended starting work on an RFP for a feasibility study and there was general consent from the Board. There was further discussion regarding long-range plans for the library system, maintenance needs at current locations and the potentially donated location.

Hatton reminded the Board that the next meeting is scheduled for February 14.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 5:22 p.m.

Attested:

Billie Whitted, Secretary

Gary Gron, President