

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
April 11, 2022
Board Meeting 4:00 – 5:00 pm

Call to Order

The meeting was held by combination of on site and virtual attendance (Zoom). The meeting was called to order at 4:03 p.m. by President Gron.

Present on site: Monta Frazier, Gary Gron, Vern Jorck, Stephen Shipley, and Mike Wilkerson. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator. Mike McIver, Attorney.

Present via Zoom: Laura Hack

Absent: Billie Whitted

Gron asked for a volunteer to serve as Secretary pro tem. Wilkerson volunteered. Frazier moved and Shipley seconded approval to appoint Wilkerson as Secretary Pro Tem. The Board was polled and all answered Aye. Motion carried unanimously.

Approval of Minutes

The minutes of the March 21, 2022 meeting were reviewed. Frazier moved and Shipley seconded approval of the March 21, 2022 meeting as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 175 through 243 in the amount of \$278,462.50 were reviewed. Hatton made note of the following claims: Claim 190 to COE for Conference Room chairs. Claim 191 to Communico which handles our app and room reservations. Claim 209 to HyperTec for Adobe cloud services. Claim 213 to Sawyer Lewis to power wash the courtyard outside the Red Room/ Claim 235 to Verizon includes service for the MiFis and the Chromebooks, which are reimbursable. Wilkerson moved and Frazier seconded approval to pay Claims 175 through 243 in the amount of \$278,462.50. The Board was polled and all answered Aye. Motion carried unanimously.

Reports and Discussion

A. Programming Policy. Hatton reviewed the Program Policy as presented at the March 11 meeting. He said this is still a draft, and that the Programming Committee has yet to review it and suggest edits. He added that Whitted had suggestions as well. Gron suggested references in support of the Constitution and First Amendment. Hatton said that he welcomes recommendations and suggestions and that he will present an updated draft at the May meeting.

B. Building and Grounds Policy. Hatton said that this policy is a work in progress. He said there are still items to add and that the Patron Services Committee has yet to weigh in. Hatton said the goal is address outside and inside use in the same policy. He said that we are considering language used by other libraries for their policies. Gron asked if we were reviewing other public policies. Hatton responded that we are looking at the policy for the City of Columbus. Frazier suggested making the smoking/vaping policy broader.

C. Vacation and Sick Time Policy. Eck said that the emergency sick relief time has expired and we felt that it was a good time to reevaluate our policy. She said there is currently no paid sick time for part-time staff. We have established a sick bank with donations of sick time from full-time staff, for which part-time employees can apply. Hatton said that we are currently evenly divide between full-time and part-time staff. Benefit costs such as insurance are a hindrance to adding full-time staff. He said that with our present software it is unclear how well calculations would be made for PTO for part-time staff. We will be moving to a new payroll vendor this summer. Frazier asked if staff has seen this proposal. Hatton said it would be discussed at the next Managers' meeting.

D. Strategic Planning. Hatton discussed the companies and consultants we are considering to facilitate a new strategic plan. He reminded the Board that the last one we had was in 2016 and it needs to be updated. He discussed the different approaches proposed by the vendors, along with some costs estimates. He added that there will be more information forthcoming.

Action Items

None.

Public Comment – 10 minutes

Several members of the community attended the meeting to express concerns regarding inappropriate materials available at the library. They expressed their opinions on materials, programs, and the appearance of departments within the library. Gron thanked them for their input and said that we will evaluate their feedback. He added that the Board and the library appreciate the communication of ideas from all perspectives.

New Business

Reminder of the next Board Meeting on May 9.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:52 p.m.

Attested:

Mike Wilkerson, Secretary Pro Tem

Gary Gron, President