

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
December 12, 2022  
Board Meeting 4:30 – 5:30 pm

Call to Order

The meeting was called to order at 4:34 p.m. by President Gron.

Present on site: Monta Frazier, Gary Gron, Laura Hack, Stephen Shipley, Billie Whitted, and Mike Wilkerson. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator. Mike Mclver, Attorney.

Present via Zoom: None

Absent: Vern Jorck

Approval of Minutes

The minutes of the November 14, 2022 meeting were reviewed. Gron noted an error in the New Business section; November should have been December. Frazier moved and Wilkerson seconded approval of the November 14, 2022 minutes as amended. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 782 through 857 in the amount of \$422,649.52 were reviewed. Hatton made note of the following claims: Claim 790 and 791 are for record keeping only to reflect reimbursement payments. Claim 832 is for databases Mango Languages and Novelist. Claim 838 is for a new platform, Patron Points. Claim 840 to Repp & Mundt for Hope Masonry and Canopies and for Main Red and Conference Rooms. Claim 850 to Zeller Insurance for Policy renewals. Whitted moved and Frazier seconded approval to pay Claims 782 through 857 in the amount of \$422,649.52. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. Resolution to Set Director's Salary. Gron reported the findings from the Executive Session indicating a salary increase was warranted. Hack moved and Shipley seconded approval of an increase in the Director's salary of 5%, making an annual salary of \$102,900.00. The Board was polled and all answered Aye. Motion carried unanimously.

B. 2023 Holiday closings and Pay schedule. Hatton said that the State Board of Accounts (SBOA) asks that the Library Board approve Pay Schedules. He presented proposed schedules for pay and for holiday closings. Wilkerson moved and Frazier seconded approval to accept the 2023 Holiday closing and Pay schedules as presented. The Board was polled and all answered Aye. Motion carried unanimously.

C. Report of Nominating Committee for 2023 Board Officers. The 2023 slate of officer nominations are as follows: Gron – President, Frazier – Vice President, Hack – Secretary, and Shipley – Treasurer. No other nominations were made from the floor. Whitted moved and Wilkerson seconded that the slate of officers be approved as presented. The Board was polled and all answered Aye. Motion carried unanimously.

D. Setting 2023 Library Board Meeting Dates. The State Library requires us to set dates for the coming year's Library Board meetings and include these in our Minutes. Hatton said the meetings are normally on the 2<sup>nd</sup> Monday of each month, but could be altered. He proposed the following dates for the 2023 Library Board meetings: January 16, February 13, March 20, April 10, May 8, June 12, July 10, August 14, September 11, October 16, November 13, and December 11. Hatton presented the Board with a list of dates with a brief overview of reports or actions. He also noted that he was recommending the June meeting be held at the Hope Branch. He noted that the meeting in January is set back a week to allow time for end of year transactions and reports to be prepared. He also noted that the meetings for March and October were moved back due to Spring break and Fall break respectively. Hack moved and Shipley seconded to schedule the 2023 board meetings as presented. The Board was polled and all answered Aye. Motion carried unanimously.

E. Internet Use Policy. Hatton said that we periodically examine the Internet Use Policy to determine if it remains in compliance with Children's Internet Protection Act (CIPA). He advised the board that it is compliant. Frazier moved and Hack seconded approval for the Internet Use Policy as presented. The Board was polled and all answered Aye. Motion carried unanimously.

## Reports

### A. Director's Report.

1. We have received no new material reconsideration requests.

2. The Teen committee has built the survey, which will go live sometime in January.

3. The Friends of BCPL is a 501(c)3 non-profit auxiliary group for the library that raises funds and supports the library. They just held a big book sale at the beginning of December. Even though they conduct an on-going book sale, due to a large number of donations and weeding of the library collection, there was a large surplus of books. The big sale lasted three days and made just over \$1000 in sales. The Friends board will be adding five new members in January.

4. Interviews will begin December 13 for the vacant Reference Manager position. There are seven candidates selected for the interview process.

B. Staff Accomplishments 2023. Eck presented a compilation of staff accomplishments for the year. A full document of said accomplishments was provided to the Board. Frazier asked that Hatton and Eck communicate to the staff the appreciation and support of the Board.

Public Comment – 3 minutes per speaker

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 January 16 Board meeting.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 5:21 p.m.

Attested:

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Billie Whitted, Secretary

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Gary Gron, President