

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
Hope Branch Annex
November 12, 2018
Board Meeting 4:30 – 5:30 pm

Call to Order

The meeting was called to order at 4:35 p.m. by Vice-President Jorck.

Present: Monta Frazier, Gary Gron, Vern Jorck, Brenda Tallent, Billie Whitted, Angie Wieneke, and Mike Wilkerson. Library staff: Jason Hatton, Director; Michelle Williams, Business Services Coordinator; Mike McIver, attorney.

Absent: None

Approval of Minutes

The minutes of the October 15, 2018 Board meeting were reviewed. Tallent moved and Gron seconded approval of the September 10, 2018 Board minutes. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 17319 through 17404 in the amount of \$922,723.92 were reviewed. Hatton made note of the following claims: Claim 17319 for \$700,000.00 is the temporary loan from LIRF to the Operating Fund. Claim 17349 to Circle R Mechanical is for backflow repairs. Claim 17371 to Nading is for replacement of air conditioning units at Hope Branch. Wilkerson moved and Wieneke seconded approval to pay Claims 17319 through 17404 in the amount of \$922,723.92. Motion carried unanimously.

Action Items

A. Report of Nominating Committee for 2019 Board Officers. The 2019 slate of officer nominations are as follows: Whitted – President, Jorck – Vice President, Gron – Secretary, and Tallent – Treasurer. No other nominations were made from the floor. Wilkerson moved and Wieneke seconded approval of the 2019 slate of officers as presented. Motion carried unanimously.

B. Setting 2019 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 proposed the following dates for the 2019 Library Board meetings: January 14, February 11, March 11, April 8, May 13, June 10, July 15, August 12, September 16, October 14, November 11, and December 9. Hatton noted that the March meeting could fall on a snow make-up day for BCSC and that the November meeting is on Veterans Day. After further discussion, Jorck moved and Wilkerson seconded to schedule the board meetings as presented: January 14, February 11, March 11, April 8, May 13, June 10, July 15, August 12, September 16, October 14, November 11, and December 9 for 2019. Motion carried unanimously.

Reports

A. Hope Branch Library – Dave Miller. Miller reports that Hope is doing well. More programs and events are happening at Hope in cooperation with the Main Library programming in all age groups – Children’s, Teen, and Adult. He said the branch is a “small library in a small community” and is well received and appreciated by the Hope Community.

Miller reported that there had been many maintenance concerns at Hope this year. The building is 20 years old and needs upkeep and repair as it ages. In particular, he noted the revamped landscaping and the air conditioning units that were replaced. 2 of 4 condensing units needed service and it was decided that it was better to replace them than to patch/repair. Miller also noted the globes for the outside lighting. Finding replacements was difficult, but all involved felt it was important to maintain the architect’s vision of the building and the blend of form and function. Whitted asked about the life expectancy of the roof. Miller answered that the roof is in good shape despite a particularly heavy rain that caused some leaking. Hatton added that Circle R repaired the roof and the flashing to prevent further leaks. Whitted asked if Hope would be included in the Master Plan. Hatton answered that it will be included. As the building is 20 years old, there is wear and tear on the building as well as style changes over the years. The library has had very good usage out of the components, but there are needs to be addressed. Jorck asked about LED lighting throughout the branch. Hatton said that was a consideration and we would get quotes, etc. It would not be as dramatic of a savings as it was at Main as Hope already uses fluorescent lighting. He added that the outside lighting has already been changed to LED.

Whitted asked about the rental contract on the Annex. Miller answered that we have a very good relationship with the landlord and that both parties are happy with the arrangement. Mclver asked about usage of the annex. Miller said that non-library sponsored use was 18 – 20 times per month and library sponsored usage is approximately 5 – 10 times per month. Whitted asked about the trends in usage. Miller said the range is across the board; toddler and teen programs, all-ages programs such as the recent penguin visit, book discussion groups. He added that for programs with the best attendance, he likes all ages programs. Frazier asked about Wi-Fi in the annex. Miller said that we do not currently have Wi-Fi available in the annex.

B. Repairs at Main. Hatton reported that he has reached out to Taylor Brothers to help us with prioritizing needed repairs, especially at Main. He also told the Board that our Strategic Plan is up for renewal. The new plan will be similar to our current goals and objectives.

Public Comment – 10 minutes

None.

New Business

None.

Whitted asked that Board members have the Director evaluations to her by December 1. She reminded the other members that she would not be present at the December meeting.

Hatton reminded the Board that they would meet in executive session at 4:00 pm at the December 10 meeting and that the regular meeting would begin at 4:30 pm.

There being no other business to come before the board, the meeting adjourned at 5:07 p.m.

Attested:

Gary Gron, Secretary

Billie Whitted, President