

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
November 11, 2019  
Board Meeting 4:30 – 5:30 pm

Call to Order

The meeting was called to order at 4:40 p.m. by Vice President Werner Jorck.

Present: Monta Frazier, Gary Gron, Vern Jorck, Angie Wieneke, and Mike Wilkerson. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator; Dave Miller, Hope Branch/Department Head; Mike McIver, attorney.

Absent: Brenda Tallent and Billie Whitted

Approval of Minutes

The minutes of the October 14, 2019 Board meeting were reviewed. Gron moved and Wilkerson seconded approval of the October 14, 2019 Board meeting minutes as presented. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 818 through 895 in the amount of \$574,564.44 were reviewed. Hatton made note of the following claims: Claim 835 was the transfer of funds from TrustINdiana to First Financial, Claim 850 to Forster Electric was for the lighting/electrical service for the walkway between the Main library and the Visitors Center. Claim 858 to LAA was for design services, a portion of which will be paid by Friends of CIAA. Claim 870 to Poblocki is for the Cleo plaque. Claim 872 to Repp & Mundt is for the next phases of brickwork around the library. Claim 874 to Shipley is for window washing, both interior and exterior. Claim 878 to Stratosphere is for phase 1 of staff computer upgrades. Claim 879 to Tom Smith Glass is for leak repair and overall service of the slope glaze, including a final cleaning of the glass and aluminum. Claim 895 to Sophie Reen for the purchase of a vehicle to replace the current Book Express. Wieneke moved and Wilkerson seconded approval to pay Claims 818 through 895 in the amount of \$574,564.44. Motion carried unanimously.

There was discussion concerning the disposition of the current Book Express. Hatton said that he has been attempting to contact Karen Garrity and will report his conversation at the December Board meeting.

Action Items

A. Report of Nominating Committee for 2020 Board Officers. The 2020 slate of officer nominations are as follows: Gron – President, Tallent – Vice President, Whitted – Secretary, and Jorck – Treasurer. No other nominations were made from the floor. Wilkerson moved and Frazier seconded approval of the 2020 slate of officers as presented. Motion carried unanimously

B. Setting 2020 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 2020 Library Board meetings: January 13, February 10, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, and December 14. Hatton noted that the March meeting could fall on a snow make-up day for BCSC. After further discussion, Gron moved and Frazier seconded to schedule the board meetings as presented: January 13, February 10, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, and December 14 for 2020. Motion carried unanimously.

### Reports

A. Hope Branch Library – Dave Miller. Miller reported that Hope is doing business as usual, which is a good thing. He reported that all are pleased about the addition of security cameras at the Hoper Branch. He reports that they are weeding the collection, currently in juvenile non-fiction.

Miller reported that he is still active in the Hope community. He is a Board Member of the Students Fund of Hope, which provides for FHSC students in need.

Weineke asked what he is most proud of in his responsibilities at the Hope Branch. He replied that being able to build relationships with his patrons is very important. He cited the fact that the Branch has the only copier in town as one example of the importance of the library's presence in Hope. He likes the fact that the staff is able to build those relationships, get feedback from those patrons and provide services that are not otherwise available.

Jorck asked about collaboration with the Main library. Miller said Hope and Main continue to collaborate on programming. He said he and Hatton began at the library at the same time and he sees the efforts made to always improve communication and discussion between all departments. There is an expectation for staff to work together; however, with the Hope Branch being physically remote from Main, there can be obstacles. We continue to be creative and to improve communication to actively collaborate between the two locations. Eck mentioned the program of cross training with staff from Main working with departments other than their own and that some staff members have gone to Hope to extend that program. The goal is to have staff members familiar with procedures at other areas. Hatton said that based on schedules and the two locations, some staff members interact only once or twice a year. We keep trying to find ways to improve that interaction.

Frazier asked about the cameras at the Hope Branch and the staff assigned to the Branch. Hatton answered that the foot traffic at Hope doesn't currently support a change in the Human Resources at the Branch. Gron asked about security. Miller answered that in addition to the security measures within the Branch; they are also just a couple doors down from the Hope Police Dept. There was recently an incident outside the Branch and a 911 call brought Law Enforcement to resolve the matter. Hatton said that we consider all of the needs and concerns of both locations to best use the resources we have available. Jorck asked what measures other small libraries have used. Hatton responded that this is something Library Directors discuss and those libraries face similar situations.

Public Comment – 10 minutes

None.

New Business

Hatton reminded the Board that next month's meeting, December 9, would start at 4:30 pm, after an Executive Session at 4:00 pm.

Hatton also reminded the Board, on behalf of Whitted, that she would like the Director reviews back by December 2, 2019.

Adjournment

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

Attested:

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Gary Gron, Secretary

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Werner Jorck, Vice President