

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
December 14, 2020  
Board Meeting 4:30 – 5:00 pm

Call to Order

By order and permission of the Governor, the meeting was held by combination of on site and virtual attendance (Zoom). The meeting was called to order at 4:22 p.m. by President Gron.

Present via Zoom: Monta Frazier, Gary Gron, Vern Jorck, Stephen Shipley, Billie Whitted, Angie Wieneke, 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 November 9, 2020 board meeting were reviewed. Wilkerson moved and Jorck seconded approval of the November 9, 2020 board meeting minutes as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 838 through 934 in the amount of \$713,710.80 were reviewed. Hatton made note of the following claims: Claim 856 was a transfer of funds from TrustIndiana to checking at First Financial. Claims 857-870 were net zero claims to reflect transfers from the COVID 19 grant back into operating funds. Claim 900 to Midwest Collaborative was for Database renewals. Claim 909 to Repp & Mundt was for step/brick repair in the lower courtyard. Frazier asked about the transfer of funds from TrustIndiana and Hatton answered that it was a transfer from savings to checking. Wieneke moved and Wilkerson seconded approval to pay Claims 838 through 934 in the amount of \$713,710.80. The Board was polled and all answered Aye. Motion carried unanimously.

B. Hatton reminded the Board that there would be transfers to reflect the adjustments among the funds. These will be made via motion or resolution, with further discussion at the January Board meeting. Jorck asked if those would be retroactive to 2020 and Hatton said that they would be.

Action Items

A. Approval of 2021 Salary Classifications and Pay Schedule. Hatton said that the State Board of Accounts (SBOA) asks that the Library Board approve Classification and Pay Schedules. The proposed classifications and schedule have been provided to the Board. Hatton said that the Salary Ranges will remain the same as 2020. The proposed 2021 Salary Classifications and Pay Schedule was reviewed and discussed. Whitted moved and Jorck seconded to approve the 2021 Salary Classifications and Pay Schedule as presented. The Board was polled and all answered Aye. Motion carried unanimously.

B. Approval of Library Director Salary for 2021. Gron summarized the results of Hatton's performance evaluation as discussed during the Executive Session. He stated that the comments were very positive. He said that the unprecedented circumstances of the past year and Hatton's response in said situations were remarkable. He said that the true mettle of a person shows in crises and Hatton proved himself an excellent leader. In keeping with the decision to not request or approve raises for the rest of the staff, Hatton's annual salary for 2021 would remain \$92,313.00, with a one-time salary adjustment of \$1400.00 to be disbursed 12/31/2021. Wilkerson moved and Frazier seconded to set the Directors salary as presented. The Board was polled and all answered Aye. Motion carried unanimously.

C. Criminal History Check Policy. Hatton said that following the discussion at the previous meeting, he and Eck had adjusted the policy and updated the contract for performers. Eck added that the changes were made to increase the flexibility of the policy. Whitted noted there were some grammatical errors in the contract that need to be addressed. There was discussion concerning the policy and the contract as presented. Hatton reminded the Board that we are only required to have a policy in place by the end of the year. The policy and contract can both be edited in the future as we continue to discuss the issue. He said he would reach out to the Evansville Library at Whitted's suggestion and to other libraries for insight on how they crafted their policy and specific language we might consider. McIver reminded the Board that the Child Protection Policies we already have in place are very broad and would cover some of the concerns that have been raised. Hatton agreed, saying that those policies support the expectations of behavior. Shipley moved and Wilkerson seconded approval of the Criminal History Check Policy as presented. The Board was polled and all answered Aye. Motion carried unanimously.

### Reports

None.

### Public Comment – 10 minutes

None.

Hatton reported that he had received great comments from the public regarding the reduction of service levels and the curbside only status. He said that staff members had received excellent feedback and gratitude for that service. He said he had a conversation with one patron who was concerned about not allowing patrons in the building. He said it was a very good discussion. The patron wishes that we would open for inside services. Hatton said he addressed the patron's concerns and explained the slightly different experience, but comparable services available via phone or email requests to librarians and online resources. He said that the patron, while still wishing we were "open", was respectful of the decision to remain limited.

Jorck asked if we had received any feedback since we started turning of the Wi-Fi earlier in the evening. Hatton said we had not received any negative feedback. He said that Mr. Mack thought that it was helping. Gron asked about the Blessing Box. Hatton said that staff members have been assessing what items are being taken and what is not being taken from the box. They have staggered stocking items that have been left so that more people have access to them. Gron said he felt it is definitely serving a need.

New Business

Gron said that he would like to send some comments to the staff on behalf of the Board thanking them and recognizing them for their efforts over the past year. Frazier and Whitted agreed that they thought that was an excellent idea. Gron said he would draft a note and send to Hatton for disbursement to staff.

Hatton said that he would send an updated contact list for current Board Members and asked that if there any errors to advise him.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:57 p.m.

Attested:

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Billie Whitted, Secretary

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Gary Gron, President