

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
August 9, 2021
Board Meeting 4:00 – 5:00 pm

Call to Order

The meeting was called to order at 4:00 pm by President Gron at the Hope Annex.

Members Present in person: Monta Frazier, Laura Hack, Billie Whitted, and Mike Wilkerson. Members Present by Zoom: Gary Gron, Vern Jorck, and Stephen Shipley. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator; Dave Miller, Hope Branch Manager. Mike McIver, Attorney.

Absent: None

Announcements

Hatton noted that per the rules on Attendance, we do have a quorum on site with the remaining Board members present via Zoom.

Approval of Minutes

The minutes of the July 13, 2021 board meeting were reviewed. Hack moved and Frazier seconded approval of the July 13, 2021 board meeting minutes as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 480 through 545 in the amount of \$335,936.64 were reviewed. Hatton made note of the following claims: Claim 518 to Louis Joyner for construction documents. Claim 520 to Midwest Collaborative for the Morningstar financial database. Claim 529 to Pro Quest is for US Major Dailies subscription. Claim 542 to Zeller Insurance for Policy renewals. Jorck moved and Wilkerson seconded approval to pay Claims 480 through 545 in the amount of \$335,936.64. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. Approval of Non-Resident Card Fee. Hatton advised that each year we must review our non-resident card fee, adopt an amount that is equal to or more than our operating expenditure per capita for Bartholomew County residents, and report this to the Indiana State Library. Hatton explained that the library is required by standards to offer this card, however, there are better options due to the reciprocal borrowing agreements

among the majority of public library districts in the state and the availability of the Public Library Access Card (PLAC), so there is little to no interest in this card. Hatton suggested keeping the cost at \$55.00. Whitted moved and Frazier seconded that we keep a fee of \$55.00 for a Non-Resident card. The Board was polled and all answered Aye. Motion carried unanimously.

Reports

A. 2022 Budget. Hatton discussed the 2022 budget. He reported that the Maximum Levy Growth is set at 4.3% for 2022. He provided a breakdown of the various accounts to the Board. He advised, specifically in the Operating Fund, that one priority is increasing salaries and personal services. Hack asked about a salary review/study. Hatton said that we are attempting to raise salaries proportionately across the board. He added that as we raise salaries, we also need to raise the amounts for FICA and PERF. He said that supplies budgeting remains the same as 2021. Hack asked about the reduction in the telephone spending. Hatton answered that we had reassessed our telephone contracts and Michelle Cople had been able to secure substantial reductions in our costs. Hatton also discussed the budget requests for repairs/buildings, including carpet replacement. He also said we had increased the line items for our Collection spending. Frazier asked what is included in the line item for Professional Services. Hatton answered that it covered a wide range of services, including SirsiDynix, security, programming, internet platforms, shredding, cleaning, etc. He said that financially, we are currently in a very good position. Whitted asked about the condition of the roof and the HVAC system. Hatton responded that we do have a few leaks that the roofing company is chasing. They have tested the membrane and it is in good shape, so they are tracking where the leaks are originating so that we can deal with them. Whitted asked about the facilities at the Hope Branch. Miller answered that the roof is in good shape, and we are in a regular maintenance only situation. Hatton added that we are still searching for answers regarding the limestone windowsills that are deteriorating for an unknown reason. He said limestone experts as well as Louis Joyner are looking into the situation.

Gron reminded the Board that the next two meetings are critical. We must have a quorum for budget purposes, both for the public hearing and the adoption.

B. Dave Miller – Hope Branch Manager. Miller said that the number of Library visitors is going up, and barring any major setbacks that should continue. He said it does make a difference being in a smaller community. They used the grab and go model for a while, and they have used curbside. They were also able to reach out to some of their senior patrons for pick-up service. He said they did story times on the Square to accommodate social distancing. He also reported that in April 2020, he took over collection development for fiction for both the Branch and Main.

Whitted asked about the turnout for story times at Hope. Miller answered that it was inconsistent, but definitely down from “normal”. McIver asked if the construction on and around the square affected the Branch operations. Miller responded that it had not been a factor on story times, but it had definitely impacted other events.

Frazier asked if we could get improved signage for the Annex. There was discussion about the “permanency” of the Annex, but Hatton said we would look into it.

Public Comment – 10 minutes

None.

New Business

Jorck asked if Hatton would send copies of the proposed budget to the members attending virtually, which he said he would do.

Hatton and Miller invited any interested Board members to a tour of the Hope Branch facilities.

Hatton reminded the Board of the next meeting, September 13 at 4:00 pm in the Conference Room at Main.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:58 p.m.

Attested:

Billie Whitted, Secretary

Gary Gron, President