

# HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

October 25, 2023 minutes - regular meeting

*(Meeting was postponed one week due to not having a quorum on the original meeting date.)*

Musser Meeting Room

Meeting was called to order by President Michael Tabor.

## **ROLL CALL:**

PRESENT IN PERSON: Members April Bartlett, Dave Bowman, Camille Mealy, Judy Soddors, Michael Tabor; Director Michele Risinger; Admin Jen Holst

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: Kelli Ruble, Kay Waters

**MINUTES** were approved as presented by Camille and seconded by Dave, which carried 5-0.

**FINANCIAL REPORTS:** Funds Summary was updated per auditor.

**CIRCULATION REPORT:** OverDrive and Hoopla up almost 200 over this time last year. Wi-Fi hotspots quite popular this month with 14 checkouts. Resource sharing still in limbo due to statewide courier issues.

**PROGRAMS:** Story Time and Book Club going well.

## **DIRECTOR'S REPORT:**

1. Will start offering color copies in January for 25 cents.
2. Chimney has been fixed; open wound in office will be replastered next spring if all is well.
3. Flat roof will be updated next week.
4. Splash pad has been winterized and the city notified to shut off water.
5. Staff are working steady through inventory of the collection.
6. The library is co-sponsoring, along with the Book Club and the Historical Society, biannual historical programs for the community, to be held at Arts Place. First one is this coming Sunday.
7. Christmas lights will be installed in the park this week.

## **ACTION/ DISCUSSION ITEMS**

1. Michael signed PLAC quarterly report for submission.
2. Salary Committee: Michael requested two others joining him for the committee. No one volunteered, but commented that the process/worksheets could be streamlined. Michael decided to meet with Michele, and the two would formulate a recommendation to the board for next year's compensation.
3. Health Insurance Renewal: Costs higher (eg, co-pays from 50 to 75) for less coverage (eg, CVS no longer covered). Michele created a chart of possible plans. Judy moved to adopt the Balanced Plan CW-J7 for an annual cost of \$44,534.39 to cover three members.
4. Internet Policy: Michele updated previous policy with lines regarding webcam use and color copies. April moved to approve the policy as amended; Camille seconded; carried 5-0.

5. Michael will reach out to Kay Waters, who has missed six consecutive meetings which nullifies her appointment.

**CLAIMS & CHECKS**

Claims were presented in the amount of Citizens – \$44,075.80 and Via - \$8,005.08. After review by the board, April moved to approve the payment of claims; Judy seconded; motion carried 5-0.

Being no further business to come before the board, meeting adjourned.

The next REGULAR board meeting will be November 15, 2023 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 15 day of November, 2023:

M. Taylor  
David A. Bowen  
Mich. Soderes  
April Bartlett

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