

# HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

October 16, 2024 Minutes - Regular Meeting

Musser Meeting Room

Meeting was called to order by President Michael Tabor.

## **ROLL CALL:**

PRESENT IN PERSON: Members Dave Bowman, Taylre Floyd, Camille Mealy, Michael Tabor;  
Director Michele Risinger; Admin Jen Holst

ELECTRONIC ATTENDANCE (ZOOM):

ABSENT: April Bartlett, Karen Bergdoll (excused), Judy Sadders

**MINUTES** were approved as moved by Camille and seconded by Dave, which carried 4-0.

## **FINANCIAL REPORTS:**

1. TrustIndiana receipts are proving to be a good investment at this time.
2. The number of faxes was quite high this month, putting us over the limit of our current plan. We may need to increase cost for faxes over 10-pages if the trend continues.

## **CIRCULATION REPORT:**

1. Door counter in Children's Dept fixed.
2. Michele has decided that the library will not be joining OCLC WorldShare via the state library after all; with library rate shipping increasing to \$5.20/bk, that would get cost-prohibitive quickly.

**PROGRAMS:** Amy wanted to offer more programming to the younger children in the community, so she created the STEAM science club and Doodle art club, which will meet monthly. Three attended the first STEAM program, and six enjoyed the art program. She had 46 Explorers join her reading times.

## **DIRECTOR'S REPORT:**

1. The creek base in the park has been completed.
2. Sadly, the lights in the park sustained damage this summer and may have to be replaced.
3. Michele commended Kim Waddell for the "skeletal gardening crew" for "Spooktober" – decorations adorn the flower bed as well as the area surrounding the front steps.

## **ACTION/ DISCUSSION ITEMS**

1. Michael will join Michele on Salary Committee to review the recommendations and present a proposal at the next meeting.
2. Michele presented options for next year's health insurance renewal. Dave moved to adopt the CW-J7 option in blue on the proposal; Taylre seconded; motion carried 4-0.
3. April will be tendering her resignation due to a change in her personal circumstances, possibly effective as of the November meeting. Karen's position is also up for renewal, so Michael will check to see if she intends to continue.

4. Last month, Michele brought forth a sample form from another library regarding comp time that included a place for the employee to sign acknowledgement for the record, which is a simple update to the library's current policy. Camille moved to approve the amendment, Dave seconded, and the motion carried 4-0.
5. Michael signed the quarterly PLAC submission form.

**CLAIMS & CHECKS**


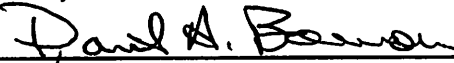
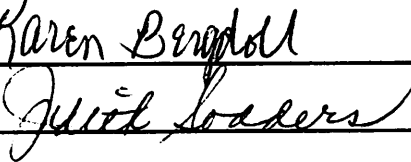
Claims were presented in the amount of Citizens \$50, 277.86 and Via \$0. After review by the board, Dave moved to approve the payment of claims; Taylre seconded; motion carried 4-0.


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

The next regular board meeting will be November 20, 2024 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 20th day of November, 2024:

  
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