

**HARTFORD CITY PUBLIC LIBRARY**  
**Board of Trustees**  
**November 16, 2022 minutes - regular meeting**

Meeting was called to order by President Michael Tabor.

**ROLL CALL:**

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

ELECTRONIC ATTENDANCE (ZOOM):

ABSENT:

**MINUTES** were approved as moved by Dave and seconded by Kay, which carried unanimously.

**FINANCIAL REPORTS:** No questions or comments.

**CIRCULATION REPORT:** Michele is pleased with the numbers. Digital usage (Hoopla and OverDrive) continues to climb. We are also lending out lots of materials throughout the state via Resource Sharing.

**PROGRAMS:** Amy offers weekly story times and a book club for early chapter book readers and their families. She also hosted the annual pumpkin painting program at Sigma Phi Gamma city park.

**DIRECTOR'S REPORT:** See attached. Of special note:

1. The Friends of the Library association has disbanded and relinquished the funds to the library. They do plan to continue to offer book club, which we will continue to support through providing book copies each month.
2. Park: Michele recommends driving by after dark to see it lit up beautifully for the Christmas season, along with Weiler Park and downtown. She has requested some custom decorations for the next holiday season. Dustin George is working on more areas for next year. In other news, leftover pavers are being moved to city storage until such time as they can be used; the park is being cleaned up for winter; inquiry about benches – fund still at approximately the halfway point. No updates regarding the Mainstream fiber issue.
3. Township notes: the recent election revealed changing of the guard, with two townships electing new trustees, and the third being considered in a merger. Contracts will be sent per usual.

**ACTION/ DISCUSSION ITEMS**

1. The board voted 7-0 to move the board meeting from December 21<sup>st</sup> to the 14<sup>th</sup> at 4:00 p.m. upon a motion by Kelli and second by Camille.
2. Employee handbook review: in particular, section 3-16, regarding health insurance, was revisited and deemed suitably vague, as the board wishes to amend and update regularly via board votes as recorded in the minutes. The director had no other recommendations for changes, but will get copies to the board and attorney on retainer for further review to come before a vote at the next meeting.

3. Board members would like to continue the annual Christmas dinner tradition at the December meeting, with Judy taking care of arrangements. The meeting will begin at 4:00 p.m., followed by dinner around 5:00 p.m.
4. Mike called for a reconsideration of term limits. The board agreed to continue as is, voting the necessary extension each year until circumstances change.
5. Dave inquired about a Rainy Day transfer, which Michele said she would look into before the next meeting.
6. Dave and Judy are both approved to continue into their next term, and will have necessary documents signed and notarized.

**CLAIMS & CHECKS**

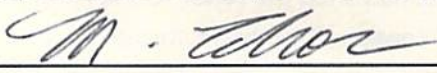

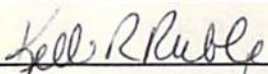
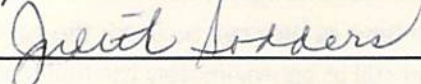
Claims were presented in the amount of Citizens - \$26,879.22 and Via - \$5804.00. After review by the board, Dave moved to approve the payment of claims; Judy seconded; motion carried 7-0.

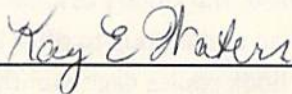
Being no further business to come before the board, meeting adjourned.

The next REGULAR board meeting will be December 14<sup>th</sup>, 2022 in the Musser Meeting Room at 4 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 14th day of December, 2022:

  
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