

**October 16, 2019 minutes of the Hartford City Public Library Board of Trustees regular meeting, submitted by recording secretary, Jen Holst:**

President Michael Tabor called the meeting to order.

**ROLL CALL:** Members April Bartlett, Ann Ludwig, Kelli Ruble, Bob Sine, Judy Soddors, Michael Tabor, and Kay Waters; Director Michele Risinger; Admin Jen Holst

**MINUTES** from 18 Sept regular meeting and 9 Oct special meeting were approved as presented upon a motion by Kay, seconded by April; motion carried 7-0.

**FINANCIAL REPORTS:** Hartford City Common Council approved our budget 7 Oct 19 (their Resolution 2019-10).

- Approved budget presented to board, with comment that there may be adjustment by DLGF with regard to the bond. Final numbers should be available by mid-November.
- Financial position strong.
- Townships billed for most recent quarter; Jackson has paid.

**CIRCULATION:** Juvenile Fiction and resource sharing both up; everything else steady.

**PROGRAMS:**

- Teen art club has resumed, and had several youth attend to work clay.
- Maker Space workshop was very well attended.
- Amy is going out to Headstart to read to the kids there.
- There were five new sign-ups for Silver Lining.

**DIRECTOR'S REPORT:**

- Elevator was to have been installed this month, but Michele has not heard from the company.
- ADT alarm system will be going in next week, adding fire alarms in the lobbies and upgrading lines for the elevator.

FRIENDS met to discuss future, and there was also a joint Friends-Historical Society meeting to discuss future programming. Brian Maddox will be speaking on local history yet this fall, and three events are in the works for next year.

**PARK:**

- Splash pad has had some water pooling around the jets; Michele was told that a valve needs tweaked and joints sealed to fix the issue.
- Jeff Thomas will be coming to fix seals on the shed gutters.
- Some trees have been moved; Urban Landscape planted three serviceberries, and some redbuds will be planted the first Saturday in November.
- Michele has gotten a different rope to replace the pulley.

**ACTION ITEMS**

**Resolution to Establish Bronze Sculpture/Bench Fund:** This would transfer funds currently residing with the Blackford County Community Foundation to a fund in our own account to avoid an annual 2% maintenance fee. Judy moved to approve this resolution; Ann seconded, and motion carried 7-0.

**Non-Monetary Donations/Gifts Form:** This form establishes ownership conditions or restrictions for physical items gifted to the library. Bob moved to approve the form; Kelli seconded, and motion carried 7-0.

**Appointment of Compensation Committee:** Bob and Kay agreed to join Mike on the annual compensation committee. A suggested schedule was given them for their consideration, and they will plan to have their recommendations ready, if not at the next meeting (due to possible changes in budget), by December meeting.

**Long Range Plan:** Michele presented the three-year plan drafted to fulfill the state requirement. Bob moved to approve the plan, seconded by April, which carried 7-0.

**Health Plan:** Currently three staff on the plan, which would drop to two in March, Michele shared the plan's updates for next year (increase \$100/month until March, and then drop \$500, with library paying 75% share). Michele looked at comparison plans, but most companies only want to add companies with 50+ employees. Ann suggested looking at a state insurance plan, but Michele said that is available only if the library offers no coverage. Judy proposed talking to the city about joining that employee pool's insurance plan. Michele will gather information by December, 2020, to see if our employees could join the city's insurance pool for 2021. For 2020, Judy moved to accept UMR's proposal, Ann seconded, and motion carried 7-0.

**Claims and Checks:** Claims were presented in the amount of \$35,199.23. In reviewing our water bills (one for the building, and one for the splash pad), Judy asked Michele to contact the city, as both bills include fire protection and stormwater. After review by the board, Bob moved to approve the payment of claims, April seconded, and motion carried 6-0 (Kelli had departed for another commitment).

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

The next regular board meeting will be 20 Nov 2019 at 5 PM in the Musser Meeting Room.

Approved this 20<sup>th</sup> day of November, 2019:

Michele Oster

Judith Sanders

Bob Spive

April Bartlett

Kay Waters

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Ann [Signature]