

HARTFORD CITY PUBLIC LIBRARY
Board of Trustees

March 17, 2021 minutes of the regular meeting, submitted by Jen Holst, recording secretary:

Meeting was called to order by President Michael Tabor.

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

MINUTES were approved as presented upon a motion by Camille, seconded by Dave. Carried 5-0.

FINANCIAL REPORTS:

1. Money needs to be appropriated from LIRF or Rainy Day to cover contingency of \$40,400 (5% of construction). City council would need to approve the request, and the funds would be shifted to a separate fund and held as needed; if unused, can be returned to original fund.
2. Operating fund is healthy.
3. Bench fund goal is approximately \$5,000.
4. First Financial funds need to be moved to Via this month if possible.

CIRCULATION REPORT: Distributed in board packets.

PROGRAMS: Distributed in board packets.

DIRECTOR'S REPORT: Attached.

ACTION/ DISCUSSION ITEMS

1. PERF resolution was tabled until next meeting.
2. CONSTRUCTION: Contract was signed 3/16/21 after CME, contractor, was able to bring bid down to \$808,000. CME will work to book subcontractors and stay within range; if overall price goes up too much (\$820,000 at the outside), contract would be terminated and rebidding required. Michele outlined the parts of the design that were cut to reach the target amount.
3. ADDITIONAL APPROPRIATION of \$40,400, 5% of construction, will be pulled from Rainy Day Fund: Dave so moved, Kay seconded, and motion carried 5-0.
4. EVENING HOURS: Michele proposed extending hours until 6:30 at the beginning of April to offer services to patrons needing later availability. Board concurred.
5. FLOWER BED RENOVATION: Michele would like to see the flower beds by the front steps developed. Michael was concerned about digging for the downspouts and construction traffic, and suggested checking with Zach, but would prefer to wait until after construction. Board concurred.

CLAIMS & CHECKS

Claims were presented for November, 2020 through March, 2021. March's claims for Citizens account totaled \$23,563.79 and for Via was \$2,178.40. After review by the board, Judy moved to approve the payment of claims; Camille seconded, and the motion carried 5-0.

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

The next REGULAR board meeting will be April 21, 2021 in the Musser Meeting Room at 5 p.m.

Approved this 21st day of April, 2021:

Melvin P. Tolson _____

Juliah Lodders _____

David A. Bowen _____

Kay E. Waters _____