

HARTFORD CITY PUBLIC LIBRARY
Board of Trustees

November 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 Sodders, Michael Tabor, and Kay Waters; Director Michele Risinger; Admin Jen Holst

MINUTES were approved as presented upon a motion by April, seconded by Camille; carried 6-0.

FINANCIAL REPORTS:

1. Notified of approval for ARP reimbursement grant in the amount of \$21,008.34.
2. Appropriations spending is "perfect for this time of year." The sizeable amount expected to be unspent at year-end is transferrable to our Rainy Day fund.

CIRCULATION REPORT: There has been a noticeable drop in numbers this month, but as the staff desks are now being installed, the staff expect to return to their departments in the next month or so. Cleaning of materials has commenced in preparation of reopening.

PROGRAMS: Amy had a pumpkin painting event at the park shelter, which worked out well.

ACTION & DISCUSSION ITEMS

1. 2022 Salary Schedule – Significant raises, for the most part, were recommended in order to be competitive and in line with other local job postings.
Maintenance technician is struggling to keep up due to health issues. May have staff help with some basic cleaning, plus hire someone to help with some of the interior and exterior work.
2. Reapprove Emergency Procedures – Camille moved to reapprove, Kay seconded, and motion carried 6-0.
3. Resolution to create ARP Grant Reimbursement Fund – Dave moved, Judy seconded, and motion carried 6-0.
4. Hartford City Historic District – want to be included? Consensus was that there is no real benefit to outweigh the \$1000 asked, but would add further regulations and costs to any work we might consider in the future. Board chose to not be added to the local historic district at this time.
5. Public Service Loan Forgiveness (PSLF) Form Update for the Director – Michael signed form.
6. December Meeting – Will update members closer to the date as to location. Judy is checking into having meal prepared; library would provide plates and cups, and April the napkins.
Elections will be held for next year's officers.
7. Databases – Michele notified the board of Fold3, genealogy records specific to military service. It is an excellent collection, but an individual's annual subscription is nominal, whereas a public subscription is quite hefty. Board decided against the database subscription.

CLAIMS & CHECKS

Claims were presented in the amount of \$31,809.39 – Citizens & \$105,214.19 - Via = \$137,023.58. After review by the board, motion to approve carried unanimously.

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

The next REGULAR board meeting will be December 15, 2021 (location TBD) at 5 p.m.

Approved this 15th day of December, 2021:

M. Elor

Irish Ladders

David A. Bonner

Conille Mealy

Kay E. Staters

Lee K. Kub

April Bartlett