

HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

August 19, 2020 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

PUBLIC HEARING FOR THE BUDGET scheduled for this evening was postponed to September 16. Budget adoption is scheduled for October 21. Other notes: proposed budget will have to be revised down \$66,000 due to increase in tax cap losses. Dave suggested setting surplus funds aside in Rainy Day at the end of the year, since that account is pretty dry right now.

FINANCIAL BOARD MEETING CALLED:

1. Early comparison of local institutions yielded the best interest rate at First Financial for the bond fund, but that has collapsed to 0.2% in the wake of the pandemic. Michael asked that the board consider moving the funds to an account at Via Credit Union (VCU), currently yielding 0.75%.
 - a. Judy moved to re-locate the bond fund to VCU; Dave seconded, and motion carried 7-0.
 - b. Treasurer April Bartlett and Deputy Treasurer Kay Waters have the authority to sign on the account.
2. The First Financial accounts will remain open and house the Ruth Flatter Endowment Fund.

MINUTES of both July's Executive and Regular meetings were approved as presented upon a motion by Dave, seconded by Camille; motion carried 7-0.

FINANCIAL REPORTS:

1. The balance of Grant 278-116 is being returned to BCCF, closing account.
2. Operating fund is in good shape; drawing down very conservatively in the midst of the economic downturn caused by the pandemic.

CIRCULATION REPORT:

1. Resource Sharing posted excellent numbers, with patrons accessing many materials online during the pandemic.
2. Nine hotspots circulating (lost two in the past month – one aged out with dead battery, and the other, "the dog ate it").

PROGRAMS: Summer reading wrapped up with a party entertained by a balloon artist, with 20-25 in attendance at the outdoor event.

DIRECTOR'S REPORT

FRIENDS: Have gotten lots of donations, which is keeping the passive book sale on the main floor shelves going. Running out of room, though, so many more donations and the Friends will need to come sort/weed.

PARK: Dustin George attended to share progress. The boat project is nearly done, on schedule and within budget. Over the next few weeks, the crew will level the mound and let it settle over the winter, then compact and add fill in the spring, creating tunnels, a bridge, etc. A \$20,000 grant was applied for at BCCF which will be

used for landscaping and other maintenance. Another grant is being pursued with the Leland Boren Foundation in Upland for an outdoor classroom. Dustin had just met the previous evening with the local Rotary club members, who were "thrilled with the plans." City workers will be assisting in providing more electrical and water conduits, and the city has previously-used materials to offer, which will save on costs. Finally, the Blackford Branch of Purdue Extension would like to install 3-5 raised cedar box garden beds between the sidewalk and street on the east side for children's vegetable gardens. They will fully pay the costs for installation and maintenance, and will remove at their cost if necessary.

ACTION ITEMS

1. Judy moved to approved the director's continuing education fees for the American Rural & Small Libraries Conference in September (\$65) and RDA catalogue training (6 CE credits for \$99). April seconded, and the motion carried 7-0.
2. Dave moved to adopt the annual resolution stating the Commitment of HCPL to Join the Indiana State Library Consortium for Public Library Internet Access for Funding Year July 1, 2021 through June 30, 2022 (the state tech grant that helps cover our internet access costs). Kelli seconded, and the motion carried 7-0. **RESOLUTION 2020-5**
3. The request to approve a cost estimate for re-landscaping the front of the property was tabled. Kim Waddell is interested in renovating the front flower beds and had gotten a quote from Wasson Nursery, but this was put on hold due to current constrictions of spending and upcoming construction possibly undoing the results, only to have to be redone later. Michael asked Michele to look into encumbering funds for this project.

DISCUSSION ITEMS

1. Epidemic/Pandemic & Public Health Emergency Policy & Continuity Plan (supersedes COVID-19 policy): Michele, based on guidance from the state, wanted to update the policy for a more cohesive plan to cover any scenarios which might potentially arise in the future. The document was distributed for board members to peruse this month; a vote is planned for the next meeting.
2. PL Connect – Michele has initiated collaborated in this program to allow students attending Blackford County Schools within the library's service area to directly access HCPL's OverDrive digital collection.

CLAIMS & CHECKS

Claims were presented in the amount of \$56,564.47. After review by the board, Camille moved to approve the payment of claims; Kay seconded; motion carried 5-0 (Judy and Dave departed early).

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

The public hearing for the budget proposal will be held September 16, 2020 in the Musser Meeting Room at 5 p.m. The next REGULAR board meeting will be September 16, 2020 in the Musser Meeting Room following the public hearing.

Approved this 16th day of September, 2020:











