

February 14, 1979

The February meeting of the Hartford City Public Library Board was held Wednesday evening, February 14. Members present were Mrs. Peterson, Mrs. Dolan, Mrs. Stanley, Howard Parkinson, and librarian Mrs. Jernigan.

Minutes of the January meeting were read and approved.

Bills in the amount of \$4994.17 were read and approved.

The circulation statistics were read and approved.

The Citizens State Bank was designated as the depository for Certificates of Deposit; and the First National Bank as the depository for the checking account.

The matter of the malfunctioning water cooler was discussed and Mrs. Dolan moved to accept the Thomas Refrigeration offer for a new fountain, and to ascertain whether a trade-in could be worked out. It was seconded by Howard Parkinson. The price was to be approximately \$310.00, plus installation.

It was decided not to purchase a cart for the storing of art work.

Concerning the YMCA program, it was decided that registration would be held at the local library on Feb. 23 and 24.

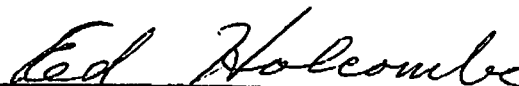
Mrs. Jernigan and Miss Becky Musser were given approval to attend Public Library Day at Muncie on March 13.

The Board approved of investigating the Humanist-in-Residence program, which would deal with such subjects as art, creative writing, poetry etc....; and Mrs. Stanley and Mrs. Dolan were named to a committee to investigate the program.

Mrs. Peterson capably presided as President in the absence of Mr. Lord.

There appearing to be no further business, a motion to adjourn was made by Mrs. Dolan and seconded somewhat reluctantly by Howard Parkinson.

Absent were Delbert Lord, Ed Holcombe, and Joyce Needler.



Secretary ~~Ed Holcombe~~

March 14, 1979

The regular meeting of the library board was held on March 14. Minutes of the February meeting were read by the secretary. Circulation figures were noted, claims read, and Stanley moved to pay the bills in the amount of \$5620.97. Seconded by Parkinson.

A discussion concerning the method of purchasing the Xerox copier followed Librarian Jernigan's statement that the field examiner who audited the books recently had said that it was against the law for a public library to make a purchase "on time". It was stated that the copier was purchased by lease-purchase agreement rather than by installment plan. Also, the library had never received a copy of the contract, and President Del Lord agreed to remedy this oversight by writing to Xerox.

A proposed change in lighting to be made following installation of the new ceiling in the magazine room was discussed. It was agreed that contractor Henry Battan and electrician Preston Dudelston should be brought together to discuss the situation.

The meeting was adjourned following Parkinson's motion to do so, seconded by Dolan.

Members present were Del Lord, Joan Stanley, Howard Parkinson, Melva Doris Peterson, Molly Dolan, Ed Holcombe, and attorney Bill Ervin.



Ed Holcombe, Secretary

JWE -
April 11, 1979

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The meeting opened with the minutes of the March meeting, read by Joyce Needler in the absence of Secretary Ed Holcombe. The circulation report was then reviewed.

Claims in the amount of \$7,277.12 were read and approved. Motion made by Joan Stanley, seconded by Molly Dolan.

The painting of the library, repair of the roof, and installation of a new suspended ceiling in the magazine room has been completed with the exception of one detail of the ceiling.

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A motion to adopt Paragraphs 1 and 2 of the American Library Association's statement on patrons' right to the privacy of their library records was made. Paragraph 3, regarding the library's willingness to participate in a court case if need be in order to preserve such privacy was rejected. Attorney Bill Ervin is to write to ALA for further information.

Members present were: Del Lord, Joan Stanley, Molly Dolan, Joyce Needler, Librarian Faith Jernigan and Attorney Bill Ervin. Three members were absent because of illness.



Joyce Needler, Acting Secretary

May 9, 1979

The regular meeting of the Library Board was held at 7 o'clock. Minutes of the April meeting were read and approved.

Claims in the amount of \$7,782.73 were read and approved. Motion to approve made by Parkinson; seconded by Needler.

A request from the local Historical Society for donation of one of the library's three stereopticons was discussed. Decision was made to lend it to the Society for an indefinite period. Motion by Dolan; seconded by Parkinson.

New officers were elected for the coming year (June 1 to May 31). They are:

President	Melva Doris Peterson
Vice-President	Molly Dolan
Secretary	Joyce Needler
Treasurer	Ed Holcombe

A letter of appreciation, signed by the Board members was read and presented to outgoing member Joan Stanley. Joan has completed 12 years of service. (Copy attached).

Motion to adjourn was made by Holcombe, seconded by Needler.

Members present were: Del Lord, Ed Holcombe, Joan Stanley, Molly Dolan, Howard Parkinson, Melva Doris Peterson, Joyce Needler, Attorney Bill Ervin, and Librarian Faith Jernigan.


Joyce Needler, Secretary

June 13, 1979

The regular meeting of the Library Board was held at 7 o'clock. Linda Seymour was introduced as our new member. Minutes of the May meeting were read and approved.

Ed Holcombe made a motion to pay claims in the amount of \$7,782.73. It was seconded by Del Lord.

Lord made a motion to give on of the stereopticans to the Historical Society. Parkinson seconded.

Faith Jernigan read an announcement about a book sale at the City Market in Indianapolis on July 12 from 10 to 6:00.

Melva Doris Peterson read an announcement from Bergen Art Guild asking to send an art exhibit to our library. They would be on exhibit for one month. Holcombe made a motion to have Peterson appoint a committee. Parkinson seconded. The committee is Linda Seymour, Molly Dolan and Joyce Needler.

Holcombe pointed out two spots where water has damaged the wall. Henry Batten will be here July 17th to give estimate.

Peterson appointed Holcombe and Lord to serve as the House Committee.

Holcombe submitted a proposal to increase salaries for the four staff members. The discussion was tabled until the July meeting due to all members not being present.

Lord made a motion to adjourn, seconded by Parkinson.

Members present were: Del Lord, Ed Holcombe, Howard Parkinson, Melva Doris Peterson, Joyce Needler, Linda Seymour and Librarian Faith Jernigan.


Joyce Needler, Secretary

July 18, 1979

The July meeting of the Hartford City Public Library Board was called to order by President Peterson. Minutes of the last meeting were read and approved. It was noted that circulation was greatly increased in the children's area. Claims totaling \$16,816.22 were read and approved. A motion was made by Dolan and seconded by Lord. Our semi-annual check from the Blackford County treasurer was received, amounting to \$28,705.60. Our next installment is due in December.

The boiler has been flushed and serviced by Crawford per recommendation of the State Boiler and Pressure Board.

A letter of resignation from Mary Jane Nuckols was read, which stated she will leave August 17, 1979. Librarian Jernigan asked for \$5.00 to post application for a Children's Librarian.


Holcombe reported on our damage due to a broken window. It will be covered by our insurance. Also he reported that the gutters were in need of being lined. Preston Dudleston will inspect our lights every 90 days to save on overall cost.

Librarian Jernigan asked for shelving for paperbacks. She can purchase it for under \$200. Lord made a motion and Seymour seconded. The motion carried. Also Librarian Jernigan presented a budget for approval. A budget in the amount of \$77,221 plus salaries for the coming year. Dolan made motion to approve the budget; it was seconded by Lord. An agreement to increase salaries by 15% across the board was made. Lord made a motion and Holcombe seconded. The motion was carried.

Holcombe is to investigate into finding someone to wash the outside upstairs windows.

With no further business Holcombe made a motion to adjourn; Lord seconded. The motion carried.

Members present were Peterson, Dolan, Seymour, Holcombe, Lord, Needler and Librarian Jernigan.


Joyce Needler, Secretary

August, 1979

The August meeting of the Hartford City Public Library Board was called to order by President Peterson. Minutes of the last meeting were read and approved. Claims totaling were read and approved. The Library has received \$1506.89 from State Distribution.

Ed Holcombe reported to us that Steve Martin has been retained at \$35.00 a treatment for our lawn care. He has recommended treatments 3 times a year.

A discussion to hold an art exhibit from Old Bergen Art Guild was approved. We will have the exhibit in Nov. and April.

Parkinson made a motion for a resolution to reduce our current operating budget by \$3600. Seymour seconded. We will reduce our utilities by \$500, gas by \$100, buildings and improvements by \$1000, equipment by \$1000, and Books by \$1000.

A date for the public hearing and signing of the budget was set for August 28th. All members are to be present to sign. Attorney Bill Erwin advised Librarian Jernigan to buy a \$5000 Treasury Bond in Jan. with maturity then.

The Board instructed Librarian Jernigan to go to the Tax Relief Board to release us from our frozen tax levy.

Attorney Erwin told us of a Library in English, IN being devastated by the flood. He asked for donations.

Librarian Jernigan announced that she had sent flowers to the family of Mabel Trittle, a past member of the Board. At the special meeting on Aug. 28th we will invite Andrew-

John Alexander of Muncie and Catherine Rodeffer of Royerton for an interview. Faith read their resumes to us and we feel they both have excellent qualifications.

Parkinson made a motion to adjourn and Lord seconded.

Members present were Lord, Parkinson, Holcombe, Peterson, Seymour, Needler, Ervin and Librarian Jernigan.


August 29, 1979

The members of the Hartford City Public Library Board held a special meeting for the purpose of signing the budget. All members were present.

Also at this time we held an interview with Catherine Rodeffer. The Board agreed to hire Mrs. Rodeffer on a 6 month probation. at a salary of \$8695^{annual} for the remainder of the year. At the end of her probation we will consider a raise. The Board also decided to wave the non-residency clause.

Librarian Jernigan announced she had sent for an appointed with Elyraa Arts Co. for the purpose of purchasing new prints. Dolan suggested the possibility of buying art works for the children and having an art appreciation group for the younger children. Board members were in agreement.

Holcombe made a motion to adjourn and Parkinson seconded.


Joyce Needler, Secretary

September 12, 1979

The September meeting of the Hartford City Library Board was called to order by President Peterson. Minutes of the last meeting were read and approved. Claims totaling \$4,179.24 were read and approved. Lord made a motion to pay these bills and Parkinson seconded. The circulation report was passed to all members. The audit report covering the period of April 16, 1977 to December 31, 1977 was received.

Librarian Jernigan reported that the community has responded well to the flood-stricken library at English, In. Also Jernigan reported that she attended the Tax Adjustment Board meeting on Sept. 10 and our budget was approved.

A letter from the Indiana State Library was read which was followed by a discussion on the Reciprocal Borrowing Agreement. This would allow any patron with a library card to use our facilities if the library was participating. A Reciprocal Borrowing Covenant was taken under consideration until the Oct. meeting.

A motion by Holcombe to purchase a gift for Mary Jane Nuckols was passed. Also the Board agreed to write a letter of recommendation for Mary Jane.

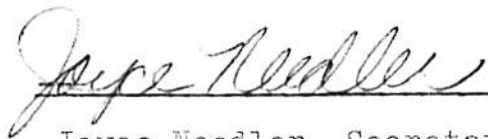
Jernigan reported that our new Children's Librarian, Cathy Rodeffer, was doing a fine job.

With no further business Lord made a motion to adjourn and Parkinson seconded.

Members present were Peterson, Dolan, Holcombe, Parkinson, Lord, Seymour, Needler, Librarian Jernigan and Attorney Ervin.

October 10, 1979

The regular meeting of the Hartford City Library Board was called to order by Molly Dolan in the absence of President Peterson. Minutes of the last meeting were read and approved. It was noted that circulation was down from last years report. Claims totaling \$7,358.96 were read and approved. A motion to pay claims was made by Holcombe and second by Seymour. The State Board of Tax Commissioners budget hearing was held on October 2. Faith reported our budget was approved with no cuts. Faith announced that the IIA-ILTA Annual meeting will be held in Indianapolis on November 29-30. Holcombe reported that the library is in need of a silicone treatment. A quotation from Batten Paint Co. of \$1,465.00 was read. Discussion will carry over until next month. The Reciprocal Borrowing Agreement that was discussed previously has been decided that at this time we would not participate. Parkinson made a motion to adjourn and Holcombe second. Members present were Parkinson, Holcombe, Seymour, Dolan, Needler, Librarian Jernigan and Attorney Ervin.



Joyce Needler, Secretary

November 28, 1979

The November meeting of the Hartford City Library Board met at the call of President Peterson. Claims totaling \$5,466.43 were read and approved. Minutes of the last meeting were read and approved. The circulation report was passed around. Semi-annual check was received from the County Treasurer in the amount of \$4,266.50. \$1143.50 was for Property Tax Replacement Credit and the remaining \$3123.00 was for our Certified Shares of County Tax.

The transfer of \$100.00 from #22 utilities to #25 Services Contractual was approved. This was due to the expense of micro-filming. The motion was made by Parkison and second by Seymour

Seymour made a motion for the art prints purchased for the children to be loaned to children with parental consent for a period of thirty days. It was second by Dolan.

Dolan made a motion to join the Historic Landmarks Foundation for one year at a membership fee of \$25.00. Parkinson second the motion.

Holcombe made a motion to accept the bid submitted by Batten Paint Co. with the exception that he can do by December 3. The motion was second by Dolan. The bid was in the amount of \$1465.00.

With no further business Peterson announced that the next meeting would be December 12. Parkinson moved for adjournment and Seymour second.

Board members present were Holcombe, Parkinson, Dolan, Seymour, Peterson, Needler, Attorney Ervin and Librarian Jernigan.



Joyce Needler, Secretary

December 12, 1979

The December meeting of the Hartford City Public Library Board was called to order by President Peterson. Minutes of the last meeting were read and approved. The circulation report was passed. Claims totaling \$8,192.67 were presented and approved.

Faith announced that Mr. & Mrs. Arnold McCombs have paid for one of the new art prints as a memorial to their mothers.

Dolan made a motion to transfer \$220 from #22 Utilities to #24 Repairs. Seymour second the motion and it was passed. Dolan also made the motion to transfer \$760 from #73 to #71. Seymour again seconded the motion. This was due to the expense of the silicone treatment.

The Board agreed to encumber all or most of the \$951 in Insurance for insurance due for 1979, but not yet billed.

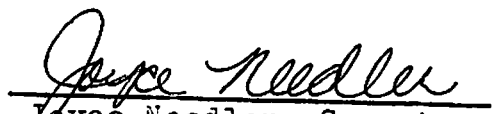
Holcombe reported that next spring the flashing around the skylight needs to be scraped and painted.

Dolan suggested to purchase books with the remaining books appropriations.

Needler made a motion to purchase a hand operated micro reader, if it is in good condition and meets with Faiths approval. The cost of the reader is \$495. Parkinson seconded the motion.

Parkinson moved for adjournment and Dolan seconded. The next meeting will be Jan. 9.

Board members present were Peterson, Dolan, Seymour, Parkinson, Holcombe, Needler, Attorney Ervin and Librarian Jernigan.


Joyce Needler, Secretary