

Minutes

The Board of Trustees of the Hartford City Public Library met on January 13, 1988. Members present were Kouns, Holcombe, Jennerjahn, and Townsend. Also present were Architect William Koster and Director Linda Jeffrey.

Koster presented building plans and outlined minor changes. Soil tests were completed on Jan 13, to be billed at a cost of between \$1700 and \$1800. Mechanical & electrical engineers are scheduled to tour the building on Jan 14. Koster indicated that final construction drawings for the project should be completed by February 15, at which time the project could be let for bid.

A motion was passed to authorize the Board president to let the project for bid. Motion by Jennerjahn, second by Townsend.

Rough estimate for start of construction, assuming all goes smoothly, was set for July or August. It was recommended that the director begin some sort of strategy for shifting the collection during construction.

Minutes were approved as read on a motion by Jennerjahn, second by Holcombe.

Circulation figures were reviewed.

A Transfer of Funds in the amount of \$5000 was made from Appropriation #56: Transfer to LIRF, to Appropriation #71, Land, Buildings & Improvements.

Claims & checks in the amount of \$26,830.92 were approved on a motion by Holcombe, second by Townsend.

Director indicated her intention to apply for a state-supported Summer work-study program, whereby the library could hire full-time temporary help, with 50% of the wages paid by the state.

The Statement of Intent to comply with the new Indiana Public Library standards was signed. The Statement will be sent to the state along with the annual report, indicating our intent to adopt salary schedules and job descriptions for each classification of employee.

Motion to adjourn by Holcombe, second by Townsend.

MINUTES

The Board of Trustees of the Hartford City Public Library met on February 10, 1988. Members present were Holcombe, Kouns, Needler, Townsend, & Dell. Also present were Director Linda Jeffrey and Atty. Bill Ervin.

Minutes were approved as read on a motion by Townsend, second by Holcombe.

Circulation was reviewed.

A Transfer of Funds in the amount of \$8000. was approved from Appropriation #56, Transfer to LIRF to Appropriation # 71, Land, Buildings, & Improvements on a motion by Holcombe, second by Townsend.

Claims & Checks in the amount of \$20,490.23 were approved on a motion by Townsend, second by Needler.

It was noted that Pacesetter Bank had communicated a need for us to update the signature card on our checking account. It was agreed that Ed Holcombe and Linda Townsend would go to the main branch to take care of it.

Job descriptions (appended) were adopted on a motion by Holcombe, second by Townsend. Salary schedules (appended) were adopted on a motion by Holcombe, second by Needler. Both documents were adopted to meet with new State requirements.

The first Long Range Planning meeting will be held on February 17 at 7 p.m. Jim Kouns and Joyce Needler agreed to attend the first meeting only.

A proposal from Turf Management for lawn treatments in 1988 was declined until the state of our lawn during construction is determined.

It was noted that the Director received her Indiana State Certification II in January.

Motion to adjourn by Needler, second by Holcombe.

MINUTES

March 9, 1988

The Board of Trustees of the Hartford City Public Library met on March 9, 1988.

Members present were Kouns, Holcombe, Jennerjahn, Henderson, Townsend, and Needler. Also present were Attorney Bill Ervin, ~~and~~ Director Linda Jeffrey, ^{+ architect} Bill Koster.

Minutes were approved as read on a motion by Townsend, second by Holcombe.

Circulation figures were examined.

A transfer of funds in the amount of \$12,208 from Appropriation #56 Transfer to LIRF, to Appropriation #71 Land, Buildings, and Improvements, was passed on a motion by Townsend, second by Needler.

The application for the distribution of State funds was signed by those present.

Ceiling damage under the area where the skylight used to be was mentioned. Sherriff-Goslin has been called to inspect the area.

Claims and checks in the amount of \$21,656.12 were approved on a motion by Townsend, second by Holcombe.

The Board authorized Mr. Koster to advertise for bids on the building project on a motion by Holcombe, second by Needler.

Interior color schemes were presented by an associate of Mr. Koster's. One scheme was eliminated from consideration, and the remaining two were kept so that the staff could express opinions.

Mr. Koster also presented the results of his new cost estimate for the project, and it was found to be within the original projected budget.

No one motioned for adjournment, but everyone went home anyway.

MINUTES

The Board of Trustees of the Hartford City Public Library met on April 13, 1988. Members present were Kouns, Holcombe, Henderson, Townsend, and Jennerjahn. Also present were Attorney Bill Ervin and Director Linda Jeffrey.

Minutes were approved as read on a motion by Henderson, 2nd by Holcombe.

Circulation was reviewed.

A transfer of funds in the amount of \$3076. was made from Appropriation #56, Transfer to LIRF, to Appropriation #71, Land Buildings, and Improvements. Motion by Holcombe, second by Townsend.

A motion to change the rate of mileage reimbursement paid by the library from .15 to match the rate allowed by the State of Indiana was approved on a motion by Henderson, second by Holcombe. The new rate was made retroactive to January 1987, which covers three mileage claims made by the librarian. Mileage reimbursement in the future will remain tied to the rate paid by the state. (Current rate is .23)

Claims and checks in the amount of \$14,788.82 were approved on a motion by Jennerjahn, second by Henderson.

It was agreed that the bids for the construction project would be opened at 2 p.m. on April 28, with a Board meeting to follow at 7 p.m. to take action on the bids.

Ruth Jennerjahn and Linda Townsend agreed to serve as the nominating committee for the 1988-89 slate of officers.

Motion to adjourn by Townsend, second by Jennerjahn.

MINUTES
May 10, 1988

The Board of Trustees of the Hartford City Public Library met on May 10, 1988.

Members present were Jennerjahn, Henderson, Kouns, and Needler. Also present were attorney Bill Ervin, Architect Bill Koster, and Director Linda Jeffrey.

A transfer of funds in the amount of \$1275. was made from Appropriation #56, Transfer to LIRF to Appropriation #71, Land, Buildings & Improvements on a motion by Needler, second by Henderson.

Claims and checks in the amount of \$10,160.46 were approved on a motion by Henderson, second by Jennerjahn.

Report of the nominating committee and election of officers were deferred until the June meeting.

Upon the recommendation of Mr. Koster, the following bids for the addition and remodeling project were accepted subject to sale of bonds:

Baker & Sons Construction, Huntington, IN for General Trades at \$328,511.
Sater Electric, Inc., Daleville, IN for Plumbing, HVAC & Electrical at \$104,620.

Koster's recommendation to rebid the cabinetry immediately was also accepted. All of the above were passed on a motion by Kouns, second by Jennerjahn.

Bill Ervin presented a contract for Personal Services relating to the issuance and sale of bonds for the construction project for the sum of \$11,200. Motion to sign the contract was made by Jennerjahn, second by Henderson. All members present signed the agreement.

Meeting adjourned.

all of Lot 7 except 32 feet off the east end thereof, all in Block 3 of the Original Plat of the Town, now City, of Hartford City, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor; and

WHEREAS, the Board now finds that said petition is in due form and has attached thereto the affidavits of the persons circulating the same, verifying the signatures attached thereto, and the certificate of the Auditor of Blackford County certifying that said petition is signed by 341 owners of taxable real estate in said Hartford City Public Library, and that said petition complies in all respects with the requirements of I.C. 6-1.1-20-3; now therefore,

BE IT RESOLVED by the Board of Trustees of the Hartford City Public Library that said petition be accepted and approved and that the Board proceed to take the necessary steps to authorize the issuance of the bonds required for the purpose petitioned for.

The President then presented to the Board a form of bond resolution which had been prepared by the attorneys for the Board, in accordance with the instructions of the Board.

After due consideration of said bond resolution, on motion duly made, seconded and carried, the same was adopted and is as follows, to-wit:

BOND RESOLUTION

WHEREAS, the Hartford City Public Library was established prior to March 14, 1947, and

WHEREAS, said Public Library filed a resolution of conversion pursuant to I.C. 20-14-1-5 on the 7th day of May, 1947 and has been established since such date as a municipal corporation, and

WHEREAS, there has been presented to the Board of Trustees of the Hartford City Public Library a petition signed by more than fifty (50) owners of taxable real estate located in said Hartford City Public Library, requesting the Board to issue bonds of the Hartford City Public Library in an amount not exceeding \$560,000 to procure funds to be applied on the cost of construction and equipment of a new addition to the library building on real estate now owned by the Hartford City Public Library being a part of that area bounded on the south by Franklin Street, on the west by High Street, on the north by the first alley north of Franklin Street and on the east by the first alley east of High Street in the City of Hartford City, Indiana, being Lot 6 and all of Lot 7 except 32 feet off the east end thereof, all in Block 3 of the Original Plat of the Town, now City of Hartford City, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor; and the Board has found said petition to be drawn, signed, authenticated, certified and presented in accordance with the provisions of I.C. 6-1.1-20-4; and

WHEREAS, the Board finds that it is necessary for the proper operation and functioning of the library to construct and equip a new addition to the library building on real estate now owned by the Hartford City Public Library, being a part of that area bounded on the south by Franklin Street, on the west by High Street, on the north by the first alley north of Franklin Street and on the east by the first alley east of High Street in the City of Hartford City, Indiana, being Lot 6 and all of Lot 7 except 32 feet off the east end thereof, all in Block 3 of the Original Plat of the Town, now City of Hartford City, Indiana, together with site development and improvement, and to issue bonds to provide funds for that purpose; and

WHEREAS, the Board finds that if it issues bonds in the amount of \$560,000 it can expect to earn approximately \$10,000 by investing the proceeds of the bonds until they are disbursed on the costs of the project; now therefore,

BE IT RESOLVED by the Board of Trustees of the Hartford City Public Library that, for the purpose of obtaining funds to be applied on the cost of construction and equipment of a new addition to the library building on real estate now owned by the Hartford City Public Library, being a part of that area bounded on the south by Franklin Street, on the west by High Street, on the north by the first alley north of Franklin Street and on the east by the first alley east of High Street in the City of Hartford City, Indiana, being Lot 6 and all of Lot 7 except 32 feet off the east end thereof, all in Block 3 of the Original Plat of the Town, now City of Hartford City, Indiana, together with site development and improvement, and on the incidental expenses in connection therewith and on account of the issuance of bonds therefor, there shall be issued and sold the negotiable, general obligation bonds of the Hartford City Public Library, to be designated as "Public Library Bonds of 1988."

Said bonds shall be in the aggregate principal amount of \$560,000 and bear interest at a rate or rates not exceeding 13% per annum (the exact rate or rates to be determined by bidding), which interest shall be payable semiannually on June 30 and December 30 of each year, beginning on June 30, 1989. Said bonds shall be issued in fully registered form in the denomination of \$5,000 or integral multiples thereof, and shall mature serially in numerical order on December 30, in such years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
1989	\$35,000	1995	\$50,000
1990	30,000	1996	55,000
1991	35,000	1997	60,000
1992	40,000	1998	65,000
1993	45,000	1999	70,000
1994	45,000	2000	30,000

The original issue date shall be the first day of the month in which said bonds are sold. The authentication certificate shall be dated when executed by the Registrar and Paying Agent.

Interest shall be calculated from the interest payment date next preceding the date of authentication to which interest has been paid unless the bond is authenticated on or before the fifteenth day of the month immediately preceding the first interest payment date, in which case interest shall be paid from the original issue date, or unless the bond is authenticated on or after the sixteenth day of the month immediately preceding an interest payment date, in which case interest shall be paid from such interest payment date.

Interest shall be payable by check mailed by first class mail one business day prior to the interest payment date or delivered on the interest payment date to the person in whose name such bond is registered on the bond register maintained at the principal office of Trustcorp Bank, Hartford City, or successor paying agent and registrar, as of the fifteenth day of the month preceding such interest payment date. Principal of the bonds shall be payable upon presentation of the bonds at the principal office of the Trustcorp Bank, Hartford City, Hartford City, Indiana, in lawful money of the United States of America. The Bonds are transferable by the registered owner at the principal office of Trustcorp Bank, Hartford City, Hartford City, Indiana, upon presentation and surrender of a bond and on presentation of a duly executed written instrument of transfer acceptable to the Registrar, and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. The bonds may be exchanged upon surrender at the principal office of the Trustcorp Bank, Hartford City, Hartford City, Indiana, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

Bonds of this issue maturing on December 30, 1998, and thereafter, shall be redeemable at the option of the Board, in whole or in part, on June 30, 1992, or any interest payment date thereafter, in inverse chronological order of maturities and by lot within a maturity, at face value, together with the following premiums:

3% if redeemed on June 30, 1998, or thereafter
or on or before December 30, 1998;

2% if redeemed on June 30, 1999, or thereafter
or on or before December 30, 1999;

1% if redeemed on June 30, 2000, or thereafter
prior to maturity;

plus in each case accrued interest to the date fixed for redemption. Notice of such redemption shall be given at least thirty (30) days but not more than sixty (60) days prior to the date fixed for redemption by mail to the registered owners as shown on the bond register maintained by the Trustcorp Bank, Hartford City, Hartford City, Indiana, or successor Registrar. The notice shall specify the date and place of redemption, and the numbers and dates of maturity of the bonds called for redemption. The place of redemption shall be determined by the Board. Interest on the bonds so called for redemption shall cease on the redemption date fixed in such notice if sufficient funds are available at Trustcorp Bank, Hartford City, in the City of Hartford City, Indiana, to pay the redemption price on the date so named and thereafter when presented for payment. Coincidentally with the payment of the redemption price, the bonds so called for redemption shall be surrendered for cancellation.

Said bonds shall be executed in the name of the Hartford City Public Library by the manual or facsimile signature of the President of its Board of Trustees and attested by the manual or facsimile signature of the Secretary of said Board who shall affix or imprint the seal of the Hartford City Public Library to each of said bonds. The President and Secretary, by the execution of a proper signature identification certificate, shall adopt as and for their own proper signatures their facsimile signatures appearing on said bonds. In case any official whose signature or facsimile of whose signature shall appear on the bonds shall cease to be such officer before the issuance, authentication or delivery of such bonds, such bonds, such signature or such facsimile shall, nevertheless, be valid and sufficient for all purposes, the same as if he had remained in office until delivery.

No bond shall be valid or obligatory for any purpose, unless and until authenticated by the Registrar. Such authentication may be executed by an authorized representative of the Registrar, but it shall not be necessary that the same representative authenticate all of the bonds issued. Hartford City Public Library and the Paying Agent may deem and treat the person in whose name a bond is registered on the bond register as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

The bonds shall be issued in substantially the following form, all blanks to be filled in properly prior to delivery:

(Front of Bond)

Registered
No. _____

Registered
\$ _____

UNITED STATES OF AMERICA
State of Indiana County of Blackford

HARTFORD CITY
PUBLIC LIBRARY BOND OF 1988

Interest
Rate

Maturity

Original Issue
Date

CUSIP

Registered Owner:

Principal Sum:

The Hartford City Public Library, a municipal corporation for library purposes organized and existing under the laws of the State of Indiana, in Blackford County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the principal sum set forth above on the maturity date set forth above and to pay interest thereon at the rate per annum stated above from the interest payment date next preceding the date of authentication hereof unless this bond is authenticated on or before _____, 19____, in which case interest shall be paid from the original issue date, or unless this bond is authenticated on or after the sixteenth day of the month immediately preceding an interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on _____ and _____ semi-annually thereafter until the principal has been paid.

Interest shall be payable by check mailed by first class mail one business day prior to the interest payment date or delivered on the interest payment date to the person in whose name this bond is registered as of the fifteenth day of the month preceding such interest payment date. Principal of this bond shall be payable upon presentation of this bond at the principal office of the Trustcorp Bank, Hartford City, Hartford City, Indiana, in lawful money of the United States of America.

REFERENCE IS MADE TO THE FURTHER PROVISIONS OF THIS BOND SET FORTH ON THE REVERSE HEREOF WHICH SHALL FOR ALL PURPOSES HAVE THE SAME EFFECT AS IF DULY SET FORTH HEREIN.

(On Reverse Side)

This bond is one of an issue of bonds aggregating \$560,000 of like tenor and effect, except as to numbering, date, denomination, rates of interest and dates of maturity, issued by the Hartford City Public Library on _____, 1988, and in strict compliance with the governing statutes of the State of Indiana, particularly the Indiana Code, Title 20, Article 14, Chapter 1, for the purpose of providing funds to be applied on the cost of construction and equipment of a new addition to the library building on real estate now owned by the Hartford City Public Library in the City of Hartford City, Indiana, together with site development and improvement and incidental expenses in connection therewith.

The bonds of this issue maturing on December 30, 1988, and thereafter, shall be redeemable at the option of the Board, in whole or in part, on June 30, 19____ and thereafter, shall be redeemable at the option of the Board, in whole or in part, on June 30, _____ or any interest payment date thereafter, in inverse chronological order of maturities and by lot within a maturity, at face value, together with the following premiums:

3% if redeemed on June 30, 1988, or thereafter
on or before December 30, 1998;

2% if redeemed on June 30, 1999, or thereafter
on or before December 30, 1999;

1% if redeemed on June 30, 2000, or thereafter
prior to maturity;

plus in each case accrued interest to the date fixed for redemption; provided notice of such redemption shall be given one time at least thirty (30) days but not more than sixty (60) days prior to the date fixed for redemption by mail to the registered owners of such bonds. Interest on the bonds so called for redemption shall cease on the redemption date fixed in said notice, if funds are available at the place of redemption to pay the redemption price on the date so named or when presented for payment. The bonds so redeemed prior to maturity shall be surrendered for cancellation.

This bond is transferable by the registered owner hereof at the principal office of the Trustcorp Bank, Hartford City, Hartford City, Indiana, upon presentation and surrender of this bond and on presentation of a duly executed written instrument of transfer acceptable to the Registrar, and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. This bond may be exchanged upon surrender hereof at the principal office of the Trustcorp Bank, Hartford City, Hartford City, Indiana, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

Hartford City Public Library and the Trustcorp Bank, Hartford City, may deem and treat the person in whose name this bond is registered as the absolute owner hereof.

It is hereby certified and recited that all acts, conditions and things required by law and the constitution of the State of Indiana to be done precedent to and in the issuance, sale and delivery of this bond have been properly done, happened and performed in regular and due form as provided by law, and that the bonds of this issue do not exceed any constitutional or statutory limitations of indebtedness. The full faith and credit of the Hartford City Public Library, together with all of its taxable property, both real and personal, are hereby irrevocably pledged to the punctual payment of the principal and interest of this bond according to its terms.

(On Front Side)

This bond shall not be valid or become obligatory for any purpose until authenticated by the Registrar.

IN WITNESS WHEREOF, the Hartford City Public Library, in Blackford County, Indiana, has caused this bond to be executed in its name by the facsimile signature of the President of its Board of Trustees, its corporate seal to be hereunto affixed or imprinted and attested by the facsimile signature of the Secretary of said Board.

Dated:

HARTFORD CITY
PUBLIC LIBRARY

By _____ (facsimile)
President, Board of Trustees

Countersigned and
attested:

Secretary, Board of Trustees (facsimile)

CERTIFICATE OF AUTHENTICATION

This Bond is one of the bonds described in the within-mentioned Resolution.

TRUSTCORP BANK, HARTFORD CITY,
as Registrar

By _____
Authorized Representative

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto _____

(please print or typewrite name, address and social security or other identifying number of Transferee) the within bond and all rights thereunder, and hereby

irrevocably constitutes and appoints _____

_____, Attorney, to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company.

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever.

BE IT FURTHER RESOLVED that as soon as can be done notice shall be given to the taxpayers of the library taxing district known as "Hartford City Public Library" of the petition requesting the issuance of said bonds and of the determination of this Board to issue said bonds. Said notice shall be published once in the Hartford City News-Times and The Montpelier Herald, and said notice shall also be posted in three public places in said library taxing district, all in compliance with I.C. 6-1.1-20-4 and I.C. 6-1.1-20-5.

Prior to the sale of said bonds, notice of such sale shall be published once each week for two (2) weeks in the said newspapers. Said notice or a summary notice shall be published one time in The Indianapolis Commercial, published in the City of Indianapolis, Indiana, and, in the discretion of the Secretary, a summary notice may be published in The Bond Buyer, a financial journal published in the City and State of New York. The date selected for the sale of the bonds shall not be earlier than fifteen (15) days after the first publication of said notice in the newspapers published in Blackford County.

In the event a remonstrance against the issuance of said bonds shall be filed by owners of taxable real estate under the provisions of I.C. 6-1.1-20-4, then no further steps shall be taken toward the issuance of such bonds until such remonstrance shall have been presented to this Board and this Board shall have determined the sufficiency thereof. In the event an objecting petition is filed pursuant to I.C. 6-1.1-20-5, then no further steps shall be taken toward the issuance of such bonds until the State Board of Tax Commissioners shall have issued its order approving the issuance of the bonds pursuant to I.C. 6-1.1-20-6.

Prior to the sale of the bonds, an order shall be obtained from the State Board of Tax Commissioners pursuant to I.C. 6-3.5-1-3.

The bond sale notice, when published, shall provide that all bids shall be in sealed envelopes addressed to the Board of Trustees of the Hartford City Public Library, marked "Bid for Public Library Bonds of 1988," and each bid shall be accompanied by a certified or cashier's check in the amount of \$26000.00 payable to Hartford City Public Library, to insure the good faith of the bidder. In the event the successful bidder shall fail or refuse to accept delivery of the bonds when ready for delivery, or in accordance with the notice of sale, then said check and the proceeds thereof shall be retained by the Hartford City Public Library as its liquidated damages. Said notice shall also provide that bidders for said bonds shall name the rate or rates of interest which said bonds are to bear, not exceeding 12% per annum; that such interest rate or rates shall be in multiples of one-eighth (1/8) or one-tenth (1/10) of one per cent (1%), and that no more than five different interest rates shall be named by each bidder; that the highest bidder shall be the one who offers the lowest net interest cost to the Hartford City Public Library, to be determined by computing the total interest on all of the bonds to their maturities and deducting therefrom the premium bid, if any. The bond sale notice shall state that the opinion of Ice Miller Donadio & Ryan, bond counsel of Indianapolis, Indiana, approving the legality of said bonds, will be furnished to the purchaser at the expense of the Hartford City Public Library, so that the Hartford City Public Library will receive due credit therefor in the bidding. Said notice may contain such other terms and conditions as the attorney for the Hartford City Public Library may deem advisable.

On motion duly made, seconded and unanimously carried, the following resolution was adopted:

RESOLVED by the Board of Trustees of the Hartford City Public Library that a meeting of this Board be held on July 20, 1988, 1988, for the purpose of hearing taxpayers on the question of the necessity for the appropriation of the sum of \$560,000 to be applied on the cost of construction and equipment of a new addition to the library building on real estate now owned by the Hartford City Public Library, being a part of that area bounded on the south by Franklin Street, on the west by High Street, on the north by the first alley north of Franklin Street and on the east by the first alley east of High Street in the City of Hartford City, Indiana, being Lot 6 and all of Lot 7 except 32 feet off the east end thereof, all in Block 3 of the Original Plat of the Town, now City of Hartford City, Indiana, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor; that said hearing be held in the Hartford City Public Library, 314 North High Street, in the Town of Hartford City, Indiana, at the hour of 7:30 P.M. (Eastern Standard Time) on said date; that the Secretary of the Board be and she is hereby directed to give notice of such public hearing by publication thereof once each week for two weeks in the Hartford City News-Times and The Montpelier Herald, the first of said publications to be at least ten (10) days prior to the date fixed for said hearing.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.

JOYCE NEEDLER,
Secretary

Minutes

The Board of Trustees of the Hartford City Public Library met on June 8, 1988. Members present were Henderson, Townsend, Jennerjahn, Kouns, and Needler. Also present were Attorney Bill Ervin and Director Linda Jeffrey.

Minutes were approved as read on a motion by Henderson, second by Townsend. Circulation was reviewed.

A Transfer of Funds in the amount of \$3001.86 from appropriation #56, Transfer to LIRF to Appropriation #71, Land, Buildings, and Improvements was approved on a motion by Townsend, second by Henderson.

Claims and checks in the amount of \$14,161.42 were approved on a motion by Henderson, second by Needler.

It was explained that a 5 day unpaid leave was granted to Children's Librarian Cheri Cole due to an extended illness. It was also noted that Cheri will be resigning her position near the end of summer. The director will begin the search for a replacement.

Board officers for the term of June 1988 through May 1989 were elected as follows:

President: Jim Kouns
Vice Pres: Linda Townsend
Treasurer: Ed Holcombe
Secretary: Joyce Needler

Special meetings for the budgeting process were set for Tuesday, August 30 for the Public Hearing, and Tuesday, Sept. 6 to adopt the budget.

On the recommendation of Bill Ervin, the Board voted to file a petition with the State Board of Tax Commissioners to request issuance of General Obligation Bonds. Motion by Townsend, second by Jennerjahn. (Copy of Petition attached)

Meeting adjourned.

MINUTES

The Hartford City Public Library Board of Trustees met on July 13, 1988. Members present were Holcombe, Jennerjahn, Townsend, Needler, Dell, & Kouns. Also present was Director Linda Jeffrey.

Minutes were approved as read on a motion by Townsend, second by Dell.

Circulation was reviewed.

Claims and checks in the amount of \$12,229.92 were approved on a motion by Dell, second by Needler.

It was noted that the presentation of our bond issue request to the Local Government Tax Control Board is set for Friday, July 22, 9:45 a.m., Room 201, State Office Building.

It was recommended that Peggy Willmann be hired as janitor effective immediately. Recommendation accepted on a motion by Jennerjahn, second by Townsend. It was agreed to hire Peggy as the official employee, with her husband to be hired as needed as casual labor at the same hourly rate as Peggy.

Salaries were set as follows for 1989:

children's Librarian: \$13,000.⁰⁸ (to be raised to 13,500 after 6 mo. probation)

Reference Librarian: \$16,000.⁰⁸

Page: 3.50/hr (to be raised to 3.75/hr after 6 months probation)

Clerk/Reference Assistant: \$6.00/hr

Janitor: 4.00/hr (to be raised to 4.20 after 6 months probation)

Director: to be budgeted at \$20,300.¹⁶ Director's salary contingent on completion of addition & remodeling in 1989.

Salaries approved on a motion by Jennerjahn, second by Dell.

In figuring the 1989 budget, the director was instructed to take into account added costs associated with establishing Sunday hours.

Motion to adjourn by Dell, second by Townsend.

east of High Street in the City of Hartford City, Indiana, together with site development and improvement, which notice was published in the Hartford City News-Times and The Montpelier Herald. Said notice and proofs of publication and posting having been examined and found to be in due form of law, on motion duly made, seconded and unanimously carried, were approved and ordered filed.

The President stated that the Board was now ready to hear any taxpayers desiring to be heard in respect to the appropriation in the amount of \$560,000.00 proposed to be made on account of the project, the funds required to meet said appropriation to be provided from the proceeds of bonds of the Hartford City Public Library heretofore authorized and the investment earnings thereon.

After hearing all taxpayers desiring to be heard in respect to the necessity for said appropriation, on motion duly made, seconded and unanimously carried, the following resolution was adopted:

APPROPRIATION RESOLUTION

WHEREAS, there has been presented to the Board of Trustees of the Hartford City Public Library a petition signed by more than fifty (50) owners of taxable real estate located in the library taxing district of the Hartford City Public Library, requesting the Board of Trustees to issue bonds of the Hartford City Public Library in an amount not exceeding the sum of \$560,000.00 to provide funds for application on the cost of construction and equipment of a new addition to the library building on real estate now owned by the Hartford City Public Library, being a part of that area bounded on the south by Franklin Street, on the west by High Street, on the north by the first alley north of Franklin Street and on the east by the first alley east of High Street in the City of Hartford City, together with site development and improvement and the incidental expenses in connection with said project and on account of the issuance of bonds therefor, which petition the Board has found is drawn, signed, authenticated, certified and was presented in accordance with the provisions of I.C. 6-1.1-20-3; and

WHEREAS, notice of the filing of the petition for and determination to issue said bonds has been given; and

WHEREAS, the estimated cost of said project at the present time is in the approximate amount of \$600,000, and the Board has found that sufficient funds are not available or provided for in the existing budgets and tax levies for said project; that the Hartford City Public Library has sufficient debt leeway to enable it to issue bonds for said purpose in the amount of \$560,000.00; and

WHEREAS, the Board has found that a necessity exists for the project, and the Board now finds that a necessity exists for the appropriation of the proceeds of the bonds heretofore authorized for said purpose and the investment earnings thereon; now, therefore,

BE IT RESOLVED by the Board of Trustees of the Hartford City Public Library that an appropriation in the amount of \$560,000.00 be, and the same is hereby, made to be applied on the cost of construction and equipment of a new addition to the library building on the real estate now owned by the Hartford City Public Library, being a part of that area bounded on the south by Franklin Street, on the west by High Street, on the north by the first alley north of Franklin Street and on the east by the first alley east of High Street in the City of Hartford City, together with site development and improvement; said appropriation to include the incidental expenses necessarily incurred in connection with said project and the issuance of bonds on account thereof, and to be in addition to all appropriations provided for in the existing budget and to continue in effect until the completion of said project; that the funds to meet said appropriation shall be provided as follows: \$560,000.00 by the issuance and sale of bonds of the Hartford City Public Library heretofore authorized and the investment earnings thereon in the amount of \$12,000.00.

On motion duly made, seconded and unanimously carried, the Secretary was instructed to cause to be filed with the County Auditor for transmission to the State Board of Tax Commissioners a certified copy of the minutes of the meeting, insofar as said minutes relate to said project appropriation, together with proofs of publication and posting of the notice of hearing on said appropriation, and to furnish to the Tax Board such other information as said Board may require in order to enable it to approve the appropriation on account of said project.

There being no further business presented, on motion duly made, seconded and unanimously carried, the meeting was thereupon adjourned.

Secretary

MINUTES

The Board of Trustees of the Hartford City Public Library met on August 10, 1988. Members present were Ed Holcombe, David Dell, Ruth Jennerjahn, Linda Townsend, and Jim Kouns. Also present were Atty. Bill Ervin and Director Linda Jeffrey.

Minutes of the July meeting were approved as read on a motion by Dell, second by Holcombe. Circulation figures were reviewed.

A Transfer of Funds in the amount of \$11.47 from Appropriation #22, Utilities, to Appropriation #23, Printing and Advertising, was approved on a motion by Townsend, second by Dell.

It was noted that the IRS has placed a levy on the wages of Cheryl Cole.

Claims and checks in the amount of \$12,364.30 were approved on a motion by Holcombe, second by Jennerjahn.

The hiring of Kim Snow as the new page was noted.

It was decided not to purchase a maintenance agreement on the old copier. Service will be purchased on a charge-per-call basis.

The 1989 Budget was approved for publication as follows:

Library Operating Fund: Budget estimate \$226199. Net tax rate .34

Library Improvement Reserve Fund: Budget estimate \$80,900.

Bond and Interest Redemption Fund: Budget estimate \$34,900. Net tax rate .10

Motion to adopt budget by Dell, second by Jennerjahn.

Tuesday, August 30 at 7 p.m. was set as the time for the Public Hearing on the 1989 Budget.

Motion to adjourn by Holcombe, second by Dell.

MINUTES

The Board of Directors of the Hartford City Public Library met on August 30, 1988 at 7 p.m. Members present were Kouns, Jennerjahn, Holcombe, Henderson, Townsend, and Needler. Also present were Attorney Bill Ervin and Director Linda Jeffrey.

The board convened to hear members of the public on the 1989 budget. No members of the public appeared.

Interviews for the position of children's Librarian were conducted. Kristie Fuller was hired on a motion by Jennerjahn, second by Needler. Starting salary for Ms. Fuller will be 13,000.

Motion to adjourn by Jennerjahn, second by Needler.

MINUTES

The Board of Trustees of the Hartford City Public Library met on September 6, 1988. Members present were Holcombe, Henderson, Kouns, Dell, Needler, & Townsend. Also present was Director Linda Jeffrey.

While waiting for members of the public to appear and be heard on the 1989 budget, a letter from Indiana State Library Director C. Ray Ewick was read. It was a reply to our letter concerning our dissatisfaction with LSCA grant procedures. Jim Kouns was concerned that Mr. Ewick's letter ignored our primary concern, and he will draft a reply to the reply.

Motion to adopt the 1989 Budget as follows was made by Townsend, seconded by Dell, & unanimously approved. No members of the public appeared.

Library Operating Fund : \$226,199.
Library Improvement Reserve Fund: \$80,900.
Bond Interest & Redemption Fund: \$39,000.

Motion to adjourn by Dell, second by Needler.

HARTFORD CITY PUBLIC LIBRARY

314 North High Street
Hartford City, Indiana 47348

MINUTES

The Board of Trustees of the Hartford City Public Library met on September 14, 1988. Members present were Holcombe, Kouns, Needler, & Jennerjahn. Also present were Director Linda Jeffrey and Atty. Bill Ervin.

Minutes of two special meetings and the August regular meeting were approved as read on a motion by Holcombe, second by Jennerjahn.

A transfer of funds from Appropriation #22, Utilities, to Appropriation #23, Printing and Advertising, in the amount of \$99.84 was approved on motion by Holcombe, second by Needler.

Claims and checks in the amount of \$9634.92 were approved on a motion by Holcombe, second by Jennerjahn.

A request from architect Bill Koster that the October regular Board meeting be changed from Wednesday, October 12 to Tuesday, October 11 was approved.

A letter from Architect Bill Koster was read aloud, advising the board to act with all possible haste in the bond sale approval. The project must be started by October 15 in order to have the addition under roof by the time severe weather hits; failure to do so could result in a 4-6% increase in costs from delaying until April 1989. Since project funding remains extremely tight, this could force cancellation of the project.

Atty. Bill Ervin said he would go to Indianapolis to take a transcript of board proceedings so far on the bond to Bond Counsel; and to find out from the state why our request for additional appropriations has not yet been approved. Date of sale for the bonds must be advertised 20 days in advance. Ervin advised that on the day of sale, the go-ahead for construction could be given.

A request from Director Linda Jeffrey for unpaid leave time in addition to earned vacation days in order to take an extended trip to London was approved on a motion by Jennerjahn, second by Needler. Dates for the trip are January 3-26, 1989.

Motion to adjourn by Needler, second by Holcombe.

MINUTES

The Board of Trustees of the Hartford City Public Library met on October 11, 1988. Members present were Henderson, Jennerjahn, Needler, & Townsend. Also present were architect Bill Koster, Interiors consultant Amy , and director Linda Jeffrey.

Minutes were approved as read, and circulation figures were reviewed.

Transfers of funds as follows were approved on a motion by Henderson, second by Townsend:

\$500 from Appropriation #22, Utilities, to Appropriation #23, Printing & Advertising
\$300 from Appropriation #31, Office supplies, to App. #32, Operating Supplies

Claims & checks in the amount of \$14,533.30 were approved on a motion by Townsend, second by Henderson.

The application for Reciprocal Borrowing reimbursement was signed by acting President Ruth Jennerjahn.

The Director reported that an estimate of \$700-\$800 was given to move the green ash tree at the southeast corner of the building. No action was taken.

As it was necessary to republish the Official Bond Sale notice due to an omission in the original, the bond sale date was postponed until October 24 at 2 p.m.

It was noted that the regular hearing for the 1989 budget is scheduled for November 15 at 1 p.m.

Bill Koster presented copies of letters from both our contractors. Sater Electric has agreed to hold his price through October 28, while Baker & Sons asks for approximately \$8000 additional for Winter protection. Koster will contact Baker to see about negotiating that amount.

Refinements to the interiors schemes were presented and approved on a motion by Needler, second by Townsend.

Motion to adjourn by Townsend, second by Needler.

MINUTES

The Board of Trustees of the Hartford City Public Library met on October 17, 1988. Members present were Holcombe, Jennerjahn, Henderson, Needler, Kouns, and Townsend.

Board President Jim Kouns informed the Board that the library's request for additional appropriations has been denied on the grounds that the Notice of Petition and Determination to Issue bonds was published only once, not twice, as required by state law.

Letters designed to determine responsibility for this and other delays in the building process will be sent to Attorney William Ervin of Peterson, Ervin, Barry, and Beymer; and to Robert McCord of Ice, Miller, Denadio & Ryan in Indianapolis. (letters follow)

A public meeting will be held Thursday, October 20, at 4 p.m.

Motion to adjourn by Needler, second by Holcombe.

MINUTES

The Board of Trustees of the Hartford City Public Library met on October 20, 1988. Members present were Dell, Henderson, Townsend, Jennerjahn, Kouns, & Needler.

The Board met with Bob Barry, a representative from Peterson, Ervin, Barry, and Beymer. Barry informed the Board of his intention to meet with the State Board of Tax Commissioners.

The Board planned another special meeting for October 25, 1988 at 6:30 p.m. to receive information on what needs to be done to complete the bond sale.

MINUTES OF A SPECIAL MEETING OF THE
BOARD OF TRUSTEES OF
HARTFORD CITY PUBLIC LIBRARY

A special meeting of the Board of Trustees of Hartford City Public Library was held at the Hartford City Public Library on October 25, 1988 at the hour of 6:30 p.m. (Eastern Standard Time) in accordance with the rules of the Board. Said meeting was held pursuant to proper notice received by all members.

The meeting was called to order by President James E. Kouns and the minutes of the meeting were recorded by Joyce Needler, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: *Deell, Henderson, Townsend,
Jennerjahn, Kouns, Needler & Halcombe*

Absent: *Halcombe*

The President announced that a quorum was present for the transaction of business.

Robert J. Barry, Attorney, advised the Board that he had met with Robert McCord, bond counsel, and that amendments to the bond resolution previously adopted on May 17, 1988, should be made to correct technical rather than substantive deficiencies. An amended bond resolution, a copy of which is attached to these minutes, was presented to the Board. After due consideration of said amended bond resolution, on motion duly made, seconded and carried, the following resolution was adopted:

BE IT RESOLVED that the bond resolution previously adopted by action of this Board on May 17, 1988, authorizing the issuance of general obligation bonds in the sum of Five Hundred Sixty Thousand Dollars (\$560,000.00) be amended to read in the form attached to these minutes, which form of amended bond resolution is incorporated herewith.

Robert J. Barry also advised the Board of the need to re-advertise and re-post the notice of determination to issue bonds and suggested advertisement dates of October 27 and November 3 and a posting date of October 27. On motion duly made, seconded and unanimously carried, the following resolution was adopted:


BE IT RESOLVED by the Board of Trustees of the Hartford City Public Library that Attorney Robert J. Barry prepare notice of determination to issue bonds for signature by Joyce Needler, Secretary, and that said notice be published and posted as required by law.

Robert J. Barry additionally advised the Board that after consulting with Indianapolis bond counsel it would appear that Tuesday, November 29, 1988, between the hours of 11:00 a.m. and 2:00 p.m. should be an appropriate time for sale of the general obligation bonds, assuming timely completion of conditions precedent.

On motion duly made, seconded and unanimously carried, the following resolution was adopted:

RESOLVED by the Board of Trustees of Hartford City Public Library that Tuesday, November 29, 1988, between the hours of 11:00 a.m. and 2:00 p.m. is fixed as the date and time for sale of bonds of Hartford City Public Library in the amount of Five Hundred Sixty Thousand Dollars (\$560,000.00) and the Secretary, with the assistance of legal counsel, is instructed to cause notice of such sale to be published as required by the amended bond resolution.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.



Joyce Needler, Secretary

MINUTES

The Board of Trustees of the Hartford City Public Library met on November 9, 1988. Members present were Henderson, Holcombe, Dell, Kouns, Needler, & Jennerjahn. Also present were Director Linda Jeffrey and Attorney Bob Barry.

Minutes of four meetings held during October were read and approved as follows:

Meeting of 10-11-88, Motion by Holcombe, 2nd by Henderson

Meeting of 10-17-88, Motion by Henderson, 2nd by Holcombe

Meeting of 10-20-88, Motion by Dell, 2nd by Henderson

Meeting of 10-25-88, Motion by Henderson, 2nd by Holcombe

Circulation was reviewed.

Transfers of funds in the following amounts were approved on a motion by Dell, Second by Henderson.

\$250 from App. #22, Utilities to App. #23, Printing & Advertising

\$8714.14 from App. #56, Transfer to LIRF, to App. #71, Land, Bldgs, & Improvements

\$510.86 from App. #72, Furniture & Equip, to App. #71, Land, Bldgs, & Improvements

Claims & checks in the amount of \$20,664.79 were approved on a motion by Holcombe, second by Henderson.

Jim Kouns signed a federal Literacy Grant application form.

A letter from Sater Electric was received stating they would hold their bid on the building project through 11-29-88. It was noted that bids for furniture & the rebids on the cabinetry would be received Friday, December 9 at 2 p.m.

Holiday hours for Christmas & New Year's were set as follows: the library will close on Monday, December 26 and Monday, Jan. 2.

An outright grant of approximately 80 videocassettes to the library by the John D. and Catherine T. MacArthur foundation was noted. The grant application was written by the director several months ago; notification of its success was received in early November. The videos are all shows which have appeared on the Public Broadcasting service.

Attorney Barry distributed a schedule of activities leading up to the sale and distribution of bonds. (copy follows) President Kouns asked for a clarification as to whether our contract for services concerning the bond sale was with William Ervin, or with the firm Peterson, Ervin, Barry, and Beymer. After examining a copy of the contract, Barry said he would interpret it as being an agreement with the firm.

A letter from bond council Ice, Miller, Denadio & Ryan was passed for review by board members. The letter was in response to our written inquiry of October 1988. No response to our written inquiry directed to William Ervin has been received.

Motion was made by Ed Holcombe to hire Jim Forcum as the library's attorney effective after November 29, 1988. Dell seconded, motion carried. It was noted that among the duties required of the attorney would be attendance at regular & special library board meetings, or attendance by a representative of the attorney if he was unable to attend.

Motion to adjourn by Dell, second by Needler.

Minutes

The Board of Trustees of the Hartford City Public Library met on November 29, 1988 at 2 p.m.

Full proceedings of the meeting are attached. Motions were made, seconded, and carried as follows:

Motion to accept the bid of ~~Trustcorp Bank of Hartford City~~ ^{Bank One of Indianapolis} for the bonds made by David Dell, seconded by Ed Holcombe at an Interest Rate of 7.0152 %.

Motion to have bonds printed by Bainbridge Bank Note Co. by Holcombe, second by Dell.

Motion to have Trustcorp Bank of Hartford City serve as registrar and paying agent for the bonds by Dell, second by Holcombe.

Motion to accept base bids of Baker & Sons Construction, and Sater Electric for the building project by Holcombe, second by Dell.

Motion to adjourn by Holcombe, second by Dell.

**EXCERPTS FROM MINUTES OF A SPECIAL MEETING
OF THE BOARD OF TRUSTEES OF
HARTFORD CITY PUBLIC LIBRARY**

A special meeting of the Board of Trustees of Hartford City Public Library was held at the Hartford City Public Library on November 29, 1988, at the hour of 2:00 p.m. (Eastern Standard Time) pursuant to notice given in accordance with the rules of the Board.

The meeting was called to order by President James Kouns and the minutes of the meeting were recorded by Linda Seymour, Acting Secretary.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: James E. Kouns, Edwin Holcombe, David Dell, Linda Seymour

Absent: Ruth Henderson, Ruth Jennerjahn and Joyce Needler

The President announced that a quorum was present for the transaction of business.

The Secretary presented to the Board the orders of the State Board of Tax Commissioners approved of the bonds and the appropriation of the proceeds of the bonds in the amount of \$560,000.00, designated as "Public Library Bonds of 1988", which orders were directed to be filed with the records of the Board.

The Secretary also presented to the Board proofs of publication of notice of the sale of the bonds designated "Public Library Bonds of 1988" showing that notice was published in the Hartford City News-Times and Montpelier Herald on November 10, 1988, and on November 17, 1988, and in the Indianapolis Commercial on November 10, 1988. Said notice and proofs of publication having been found to conform to the requirements of governing statutes, on motion duly made, seconded and unanimously carried, were approved and ordered filed.

The President stated that all conditions precedent to the sale of said bonds having been met, and this being the time and place fixed for the opening of bids for said bonds, the Board should now consider the bids received. At his request the bids were opened and read to the Board, said bids being as follows:

(See Schedule A attached to these minutes and made a part hereof.)

Each of said bids was accompanied by a certified or cashier's check in the amount of \$5,600.00 as required by the notice of sale.

After due consideration of the bids, on motion duly made, seconded and unanimously carried, the bonds were awarded to:

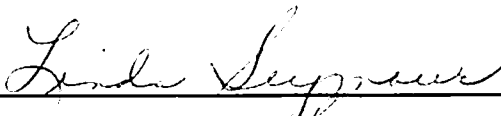
on a bid of \$560,000.00 face value of the bonds, plus accrued interest from the date of the bonds to date of delivery, and a premium of \$ none said bid having been found to be the highest bid offered for said bonds. The Secretary of the Board was instructed to deliver said bonds to said purchaser upon payment of the full purchase price. The Treasurer was also directed to return to the unsuccessful bidders the checks accompanying their bids.

The President presented a form of agreement entitled "Agreement for Services of Registrar and Paying Agent" for execution between Hartford City Public Library and Trustcorp Bank, Hartford City. Present to answer questions concerning the agreement was Benjamin Oswalt, Vice President of Trustcorp Bank, Hartford City. On motion duly made, seconded and unanimously carried, said agreement and its terms, including the schedule of fees set out therein, were approved and the President of the Board of Trustees was authorized to execute said agreement with attest by the Secretary of the Board of Trustees.

The President stated that with the sale of said bonds, the Board should take final action concerning the base bid of Baker & Sons Construction, Huntington, Indiana, for \$328,511.00, the bid of Sater Electric, Inc. of Daleville, Indiana, for plumbing, HVAC & Electrical at \$104,620.00. The President reported that William Koster, Architect, recommended approval of said base bids. After due consideration, on motion duly made, seconded and unanimously carried, the base bids of said contractors were accepted and the President, with attest by the Secretary, of the Board of Trustees were instructed and authorized to enter into construction contracts with said successful bidders, said contracts to form a part of these minutes by reference.

Robert J. Barry, Attorney, reported that he had made initial contact with Bainbridge Bank Note Co., Inc. concerning bond printing services and the estimated expense for printing services, including full preparation of the initial issue, was \$600.00. On motion duly made, seconded and unanimously carried, the employment of Bainbridge Bank Note Co., Inc. was confirmed.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting was thereupon adjourned.



acting Secretary

MINUTES

The Board of Trustees of the Hartford City Public Library met on December 9, 1988 to receive bids for cabinetry, carpeting, and furnishings for the building project.

Members present were Henderson, Jennerjahn, Seymour, & Needler.

Acting President Seymour called the meeting to order. Attorney Robert Barry opened and read the bids.

Bids were received from Jean's Furniture & Appliance, Ceramic Tile and Carpet (Muncie), Productive Business Interiors (Ft. Wayne), Baker & Sons Construction (Huntington), Indiana Flooring (Anderson), and Hoover-Needler Furniture Co.

Bids were closed, and taken under advisement with further action to be taken upon the recommendation of the architect.

Motion to adjourn by Henderson , second by Jennerjahn.

Minutes

The Board of Trustees of the Hartford City Public Library met on December 14, 1988. Members present were Kouns, Jennerjahn, Henderson, and Needler. Also present were attorney Jim Forcum and director Linda Jeffrey.

The minutes of the 11-9-88 and 12-9-88 meetings were approved as read on a motion by Henderson, second by Jennerjahn. Minutes of the 11-29-88 meeting were approved as corrected on a motion by Henderson, second by Jennerjahn.

Transfer of funds as follows approved on a motion by Jennerjahn, second by Needler:
\$526.44 from Appropriation 72, Furniture & Equipment, to Appropriation 71, Land, Buildings, and Improvements.

\$111.30 from Appropriation 22, Utilities, to Appropriation 23, printing & advertising.

Claims and checks in the amount of \$10,412.46 were approved in a motion by Jennerjahn, second by Needler.

It was noted that a pre-construction meeting of architect, contractors, and library staff would be held December 20 at 1 p.m. Arrangements will be attempted allowing attorney Forcum and architect Koster to meet on that day as well.

A reduction of appropriations resolution for LIRF in the amount of \$101,670. was signed by all members present. The resolution allows us to appropriate for 1989 funds which were appropriated but not spent in 1988.

The year end meeting to take care of last minute bills was set for Thursday., December 29 at 7 p.m.

A discussion was held concerning the possibility of forming a county wide library system. The director was instructed to contact Nancy Neff at the Montpelier Public Library for her opinion, and to ask her to elicit the opinion of her board. Contact will also be made with each of the township trustees. Failing any interest in a county wide system, discussion of adjustment of contract rates charged to Licking Township and the town of Shamrock Lakes for library service will begin.

The director mentioned notification of the success of the literacy mini-grant applied for in the fall of 1988. A grant of \$450 for the purchase of adult literacy materials will be made to us by the state.

A motion to set compensation of library attorney Jim Forcum at \$600 annually, with unusual circumstances to be billed seperately, was made by Jennerjahn, second by Henderson.

A motion to authorize Jim Kouns to invest bond proceeds to be picked up December 20, 1988 in either of the following ways was made by Needler, second by Jennerjahn:

Plan A: \$600,000 (\$560,000 bond proceeds, \$40,000 from LIRF) invested as a lump sum in short term CDs with the highest bidding eligible financial institution.

Plan B: Six \$100,000 portions invested in short term CDs in different eligible financial institutions throughout the county.

A discussion of several items perceived as problems by attorney Forcum in the construction contracts with Baker & Sons Construction and Sater Electric took place. It was suggested that the attorney discuss these items with Koster

when he is in town on December 20 for the pre-construction meeting.

Motion to adjourn by Henderson, second by Needler.

MINUTES

The Board of Trustees of the Hartford City Public Library met on December 29, 1988. Members present were Kouns, Seymour, Needler, and Jennerjahn. Also present were attorney Jim Forcum and Director Linda Jeffrey.

Architect William Koster's recommendation to accept the bids of Baker & Sons Construction, Huntington, for cabinetry at \$95,000. and of Hoover-Needler, Hartford City, for carpeting at \$42,500 was accepted on a motion by Jennerjahn, second by Seymour. Also accepted was Koster's recommendation that we not accept any of the bids for furnishings so that we would have a larger cushion for contingencies in construction.

Transfer of funds in the following amounts were made:

\$567.21 from Appropriation #22, Utilities to Appropriation #23, Printing & Advertising on motion by Seymour, second by Jennerjahn.

\$348.00 from Appr. #72 Furniture & Equipment to Appr. #71 Land, Buildings, & Improvements on motion by Jennerjahn, second by Seymour.

Claims and checks were approved in the amount of \$38,232.23 on a motion by Jennerjahn, second by Seymour.

Jim Forcum was asked to check into the correct procedure for receipting interest on Bond Proceeds. It was the director's understanding that all interest from Bonds must be receipted to the Bond Interest Redemption fund for reduction of future years' tax rates.

Motion to adjourn by Jennerjahn, second by Seymour.