

MINUTES

The Board of Trustees of the Hartford City Public Library met on January 11, 1989. Members present were Kouns, Seymour, Jennerjahn, Holcombe, & Needler. Also present were Acting director Caroline Goetz and Attorney Jim Forcum.

Minutes of the December 14th meeting were approved as read, and minutes of the December 29 meeting were approved as corrected on a motion by Seymour, second by Jennerjahn. The amount of Hoover-Needler Furnitures bid for carpeting was corrected to read \$12,500.

Circulation was reviewed.

Claims and checks in the amount of \$7313.45 were approved on a motion by Holcombe, second by Jennerjahn.

A letter from the Montpelier-Harrison Township Library director Nancy Neff was read. The letter was in response to an inquiry from us concerning the formation of a county wide library system. The idea was not met with a favorable response from the Montpelier Library Board. (Letter attached).

Motion to reinvest the \$600,000 held in CDs for another 30 days was made by Jennerjahn, seconded by Holcombe, & approved.

Motion to adjourn by Needler, second Jennerjahn.

The Board of Finance of the Hartford City Public Library was convened.

A motion to send invitations to act a depositories for the next two years to Trustcorp, Pacesetter, and City Savings Bank was made by Needler, second by Seymour.

Attorney Forcum reported that interest earned on Bond proceeds is normally treated as a line item & may be used on construction costs. He will obtain the necessary figures and once again contact the State Board of Accounts.

Motion to adjourn by Jennerjahn, second by Needler.

MINUTES

The Board of Trustees of the Hartford City Public Library met on February 8, 1989. Members present were Seymour, Holcombe, Dell, & Needler. Also present were Attorney Jim Forcum and Director Linda Jeffrey.

Minutes were approved as read on a motion by Dell, second by Holcombe. Circulation was reviewed.

Claims and checks in the amount of \$11,650.61 were approved on a motion by Dell, second by Needler.

Koster's progress report was read, detailing some changes necessary to meet local codes, specifically access to the roof of the addition, and rearrangement of some electrical cabinets.

On a motion by Dell, second by Holcombe, the board voted to give Jim Kouns authority to reinvest the CDs maturing in February.

Jim Forcum reported that we do need to file for additional appropriations in order to spend interest earned on Bond proceeds on the construction project.

Motion to adjourn by Dell, second by Holcombe.

The Board of Finance of the Hartford City Public Library convened on February 8, 1989. Applications to act as depositories were received from three financial institutions: Pacesetter Bank, Trustcorp Bank, and City Savings Bank.

Motion to accept these three as depositories made by Holcombe, second by Dell.

Contracts were signed by acting president Linda Seymour and secretary Joyce Needler.

Motion to adjourn by Needler, second by Holcombe.

MINUTES

The Board of Trustees of the Hartford City Public Library met on February 18, 1989 at 2 p.m. Members present were Kouns, Seymour, Henderson, & Holcombe.

Claims and checks in the amount of \$28,098.10 were approved on a motion by Seymour, second by Henderson.

A contract received from Koster & Associates and signed by Hoover Needler Furniture Company for the carpeting was referred to Jim Forcum for a recommendation.

Jim Kouns reported that the CDs were reinvested until March 20 at an interest reate of 8.86%.

Meeting adjourned at 2:10 p.m.

MINUTES

The Board of Trustees of the Hartford City Public Library met on March 8, 1989. Members present were Holcombe, Jennerjahn, Henderson, Kouns, Seymour, & Needler. Also present were Attorney Jim Forcum and Director Linda Jeffrey.

Minutes Of the February 8 and February 18 meetings were approved on a motion by Henderson, second by Seymour.

Circulation was reviewed.

Claims and checks in the amount of \$35,140.08 were approved on a motion by Holcombe, second by Henderson.

The progress on the building project was discussed, and the brick selected to match the existing exterior was on display. Procedure for additional appropriations application to the state will begin this month. After review by Jim Forcum, the board president signed the carpeting contract with Hoover Needler.

The director was instructed to research the types of accounts available at City Savings, and to compare interest rates among our three designated depositories. This information will be used to determine what kind of account should be opened with City Savings.

The director mentioned her appointment to the EIALSA Executive Board, the governing body of our local ALSA. Meetings are held once a month in Daleville.

The resignation of Kim Snow as page was announced, and her replacement will be Blackford High School Junior Christina Stewart, who currently volunteers at the high school library.

A preliminary discussion on the type of Open House we're planning to have on completion of the new facility was held. An invitation has been issued to Senator Richard Lugar, in which the library expressed a willingness to work around the Senator's schedule. The opinion was expressed that we should make it as nice a function as we can afford.

Jim Kouns was authorized to reinvest the current CDs upon their maturity on March 20 for another 30 days.

A discussion concerning the present circulation desk was held. Some members of the community have expressed concern about keeping the old desk. The director was instructed to contact the architect the investigate its possible usage somewhere in the new facility.

Motion to adjourn by Needler, second by Seymour.

MINUTES

The Board of Trustees of the Hartford City Public Library met on April 12, 1989. Members present were Kouns, Dell, Holcombe, & Henderson. Also present was Director Linda Jeffrey.

Minutes of the March 8 meeting approved as read. Circulation was reviewed.

Claims and checks in the amount of \$113,842.67 were approved on a motion by Dell, second by Holcombe. Construction costs accounted for the large amount.

State distribution application was signed by those present.

The Additional Appropriations resolution was read, approving an additional \$24,000. in expenditures, the money to come from interest income on bond proceeds. Motion by Holcombe, second by Dell, motion carried.

Since the City Savings Bank does not offer competitive terms on its accounts, the Board agreed to leave accounts as presently set up with Pacesetter and Trustcorp.

The reinvestment of \$450,000 in CDs. for another 30 days, with the remaining \$150,000 to be transferred to the Pacesetter Account was approved on a motion by Holcombe, second by Dell.

The Director mentioned an additional amount of drywalling to be done in the construction project. The area in question is in the basement, where water damage to the walls was discovered upon the removal of bookshelves along the walls. The architect recommends this work be done on a time & materials basis.

The Director was instructed to express the following three concerns to Koster & Associates: 1. The estimate for cash flow in April was approximately \$50,000 under the actual amount billed: can a closer estimate be obtained for future months?

2. Is there a method of having the board directly approve change orders on the project without calling any emergency meetings, and without holding up the change orders until the next regularly scheduled board meeting?
3. Could we please have a monthly written statement, in dollars & cents, on where we stand on credits and debits to the contingency fund?

Jim Kouns reported on the April construction meeting, where the water superintendent and mayor were very cooperative in letting the library tie the drainage from the new section of the building roof into the city sewer system. Trenching will be done around the entire structure to install footer drains, which will tie into a leach field and dry well. New drainage efforts will be constructed so that when the city installs a separate storm sewer system, we will be able to tie our non-sanitary drainage into it.

Meeting adjourned on a motion by Dell, second by Holcombe.

MINUTES

The Board of Trustees of the Hartford City Public Library met on May 10, 1989. Members present were Holcombe, Henderson, Jennerjahn, Needler, Kouns, & Seymour. Also present were Attorney Jim Forcum and Director Linda Jeffrey.

Circulation was reviewed. Claims and checks in the amount of \$90,391.41 were approved on a motion by Holcombe, second by Jennerjahn.

In answer to a request by the board president, the Director reported on coverage amounts under the new policy recently approved by the city. Coverage on the building was quoted at \$1,062,900, while coverage on contents was \$336,100. The director was instructed to contact the new company, First Savings of Anderson, to secure immediately a declaration sheet and copy of the policy. If a copy of the policy is unavailable immediately, then a binder is to be sent now until the policy is ready.

Nomination of new officers to serve for the term of June 1989 to May 1990 was made as follows:

President: Joyce Needler
Vice President: Linda Seymour
Secretary: Ruth Jennerjahn
Treasurer: Ruth Henderson

Slate accepted unanimously.

Mayor Rex Swoveland's new appointee to the library board will be Gene Cook, who will take office beginning June 1.

The Director reported that approval of additional appropriations was received from the state in the amount of \$24,000.

The reinvestment of the Certificates of Deposit was approved, with \$60,000 to be transferred to checking before reinvestment. (Leaving a total of \$390,000 in CDs.) Motion by Holcombe, second by Needler.

The possible donation of a TV and VCR by Tri Kappa sorority was mentioned. It was decided that should any library funds be necessary to complete the purchase, that the purchase should be made in Hartford City. If Tri Kappa provided all the necessary funds and purchased the equipment directly from the merchant, then the board could exercise no control over the place of purchase.

President Kouns announced that the tie-in from the roof drains of the new addition to the city sewer system was completed as of May 5, as per previous agreement to this arrangement by the mayor at the April 10th Construction Meeting.

Motion to approve four change orders recommended by supervising architect Curt Smock was made by Jennerjahn, second by Seymour.

Ed Holcombe will continue to seek price information on opening the cornerstone. He also agreed to approach the city on repairing the alleys after construction ends.

It was decided that the board would ask Hoover-Needler Furniture and Jean's Furniture and Appliances to jointly work on and submit specs for furnishings in the remodeled building. This is being done in an effort to cut the cost

of the furnishings estimate, and to attempt to make the purchases locally.

The director was instructed to inform the architect that the decorative brackets and scrollwork from the current circulation desk are NOT to be removed for use on the new circulation desk. The current desk will be maintained as is, with intent to make use of it in the Genealogy section of the library. The desk designed by Koster & Associates for the new circulation area will be used as planned, with reproductions of the decorative moldings to be used instead of actual pieces of the old circ desk.

Motion to adjourn by Henderson, second by Jennerjahn.

Upon adjournment, a brief reception for Ed Holcombe was held to acknowledge his 17 years of service to the library board. Library board members and staff enjoyed cake and coffee, then Ed was presented with a plaque, a card of thanks, and a gift certificate.

MINUTES

The Board of Trustees of the Hartford City Public Library met on June 14, 1989. Members present were Kouns, Needler, Cook, Henderson, and Seymour. Also present were attorney Jim Forcum and director Linda Jeffrey.

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

Claims and checks in the amount of \$70,588.06 were approved on a motion by Kouns, second by Henderson.

A small fire occurred on the roof of the old portion of the library, just above the third floor attic on June 7, 1989 at 5:49 p.m. Firemen reported the cause as a heat tape resting in the gutter. Minor damage as done to the roof. It was decided to call Sherriff-Goslin roofing in Marion, who put on the current roof a few years ago, and 3-Way Builders of Hartford City for estimates. A claim will be filed with First Savings Insurance of Muncie. It was noted that our current policy carries a \$1000. deductible. Baker & Sons construction will be contacted about repairing damage to the metal trimwork, which was dented by firefighting equipment during the call. An electrician will be consulted for an estimate on replacing the heat tape, and for an opinion as to whether the entire set of tapes should be replaced. The electrician will also be asked for an estimate of repair for the left front carriage light outside the front door of the building. Shorts in the wiring have caused sparking and tripping of the circuit breaker whenever it is turned on.

The latest field report from Curt Smock was discussed, including review and acceptance of a list of previously discussed adds for Sater Electric (sump pump, etc.), along with one new add from Baker & Sons, that of a new grid for ceiling tiles in a portion of the third floor. Estimate for a new grid were considerably lower than estimates for reinforcing the old.

Item 14 in the field report included a comment from the Bakers that in their opinion, the circulation desk could not be moved in one piece from its present location. The Board decided to authorize Gene Cook to contact a local contractor to see about hoisting the desk in one piece through the opening in the ceiling at the rear of the main floor. If the cost estimate is \$500 or less, Gene is authorized to tell the contractor to proceed with the job. Motion to approve by Kouns, second by Henderson.

Joyce Needler described some problems in trying to develop an alternate set of furniture specs with cooperation between Hoover Needler furniture and Jean's Furniture and Appliance. Joyce felt that most of the problems might be solved by dropping the meeting room furniture and the other tables listed from the specs. Joyce will contact Jean Ford again, proposing specs minus the aforementioned. A special meeting will be held on Wednesday, June 21 at 7 p.m. for a decision on the furniture.

Special budget meetings for the summer were set as follows: Tuesday, August 29, 7 p.m., Public Hearing. Tuesday, September 5, 7 p.m., Adopt Budget.

Insurance was once again discussed, with the Director reporting that a binder had been received, but no policy. Jim Forcum agreed to write our agent at First Savings Insurance of Anderson, to express the Board's concern at the lack of response in letting us know the precise parameters of our policy. The director was instructed to contact all Hartford City insurance agents to inform them that we are inviting proposals for a comprehensive commercial policy to be heard at the next regular board meeting, July 12, 1989 at 7 p.m.

The possibility of removal of the cornerstone was discussed. While the board would like to discover its contents, the contractor recommends waiting until closer to the end of the project before attempting it. The board agrees with the recommendation.

Motion to adjourn by Kouns, second by Cook.

Salaries for the 1990 calendar year were set as follows:

Clerk/Reference Assistants: \$6.24/hr
Reference Librarian: \$17,100/yr
Children's Librarian: \$13,950/yr
Janitor: \$4.50
Director: \$21,800./yr

MINUTES

The Board of Trustees of the Hartford City Public Library met on Wednesday, June 21, 1989. Members present were Kouns, Cook, Jennerjahn, and Henderson.

Presentations were heard from Jean's Furniture & Appliance and Hoover Needler Furniture on the upholstered pieces for the building project furnishings.

On a motion by Henderson, second by Jennerjahn, it was decided to purchase the staff lounge couch and chair from Jean's; and the remainder (three wing chairs and four pull up arm chairs) from Hoover Needler. Each store will consult with Amy at Koster & Associates concerning fabrics.

Ruth Jennerjahn agreed to coordinate the purchase of the remainder of the furnishing (meeting room tables & chairs, reading room chairs, etc.).

It was decided to award Three Way Builders the job of dismantling and moving the circulation desk into storage until such time as the upstairs is clear enough to accomodate its reassembly.

One claim was approved in the amount of \$6175. for the first installment on the carpeting contract for Hoover-Needler.

Motion to close the library for up to a two week period for cleaning and moving of books was made by Jennerjahn, second by Henderson.

The director was instructed to ask Koster & Associates about the schedule for laying the carpeting. There was some question as to whether it was to be put in before or after the installation of cabinetry.

Motion to adjourn by Kouns, second by Jennerjahn.

MINUTES

The Board of Trustees of the Hartford City Public Library met on July 12, 1989. Members present were Jennerjahn, Kouns, Dell, Needler, Seymour, and Cook. Also present was Director Linda Jeffrey.

Bob Barton of Julian Insurance and Ed Schermerhorn of Bonham Insurance presented their proposals for library coverage. After hearing both presentations, the board set some desired coverage figures, and agreed to have both representatives mail revised cost figures based on the revised coverage.

Circulation was reviewed, and minutes of the June 14 and June 21 meetings were approved as read.

Claims and checks in the amount of \$162,975.74 were approved on a motion by Dell, second by Seymour.

Board President Needler signed several previously approved change orders for Baker & Sons and for Sater Electric.

Reinvestment of the Cd at \$180,000 was approved on a motion by Seymour, second by Kouns. Three Way Builders was awarded to roof repair job with an estimate of \$1445, including repair of the masonry.

Salaries for 1990 were set as follows on a motion by Kouns, second by Dell:

Page: 3.75/hr.
Clerks/Reference Assistant: 6.24/hr.
Reference Librarian: 17,100.
Children's Librarian: 13,950.
Janitor: 4.50/hr.

The Director's salary for 1990 was set at \$21,800 on a motion by Cook, second by Dell.

Motion to adjourn by Dell, second by Seymour.

MINUTES

The Board of Trustees of the Hartford City Public Library met on August 9, 1989. Members present were Henderson, Jennerjahn, Cook, Needler, Seymour, Dell, and Kouns. Also present was Director Linda Jeffrey.

Minutes of the July meeting were approved as read. Circulation was reviewed.

Claims and checks in the amount of \$46,443.93 were approved on a motion by Dell, second by Cook.

Revised insurance proposals from Julian Insurance and Bonham Insurance were compared. Bob Barton's proposal from Julian Insurance was accepted on a motion by Jim Kouns, second by Cook.

The 1990 Budget was approved for publication as follows:

1990 Operating Fund total: \$207465. Net Tax Rate .37

1990 BIRF Total: 66,685. Net Tax Rate .25

Some new adds for the building project were discussed, with an approximate \$950 extra to go towards previously omitted record album storage cabinets. It was decided to skip any curb work to be done along sidewalks and in the alley until a later date.

Curt Smock sent documentation concerning some paperwork he claimed was not yet received from Hoover Needler furniture on their carpeting contract. Joyce Needler said the papers had been mailed to Koster months ago. The matter was turned over to Joyce to contact Koster's office.

Reinvestment of the CD was approved at \$150,000 for 30 days following the maturity of the current CD. Motion by Dell, second by Seymour.

It was decided to get estimates on a complete lawn care & maintenance program from Turf Management and Phil Klink (if he is still doing lawn care work).

Motion to adjourn by Seymour, second by Cook.

Dell

MINUTES

The Board of Trustees of the Hartford City Public Library met on August 29, 1989 at 7 p.m. Members present were Henderson, Jennerjahn, Kouns, Cook, Dell, and ~~Seymour~~.

The meeting was called as a public hearing on the 1990 budget. As no members of the public appeared, meeting was adjourned at 7:20 p.m.

MINUTES

The Board of Trustees of the Hartford City Public Library met on September 5, 1989 at 7 p.m. Members present were Henderson, Jennerjahn, Needler, and Cook.

The request of the director to close the library on Thursday, October 5 so that the staff may attend District meeting in Anderson was approved on a motion by Henderson, second by Jennerjahn.

Several items concerning the construction project were brought up, specifically, a "pass the buck" situation concerning the first elevator motor which burned out immediately after installation. Attorney Jim Forcum's comment was that one of three parties is financially responsible:

1. If the motor was faulty, the manufacturer's warranty should cover it.
2. If the installation was done improperly, it's the fault of the subcontractor.
3. If the specifications were incorrect as to the size of the motor, the architect is responsible for the error.

In any case, he did not recommend that the library pay the \$905. the subcontractor is demanding before they will turn the elevator system on.

was In addition, the problem of small children climbing the slanted paperback shelves at the rear of the main floor was addressed. The board instructed the director to notify the architect that none of the alternatives listed in the field report ~~were~~ acceptable, and that the board was extremely concerned that this problem be addressed as quickly as possible.

The 1990 budget was adopted in the following amounts:

Library Operating Fund: \$207,465. Rate: .37

Bond Interest and Redemption Fund: \$66,685. Rate: .25

Meeting adjourned. *P*

MINUTES

The Board of Trustees of the Hartford City Public Library met on September 13, 1989. Members present were Dell, Jennerjahn, Henderson, Needler, and Kouns. ^{a Seymour} Also present was Director Linda Jeffrey.

Circulation was reviewed. Claims and checks in the amount of \$26,442.97 were approved with the following stipulations: payment to the general contractor and the architect was to be withheld pending a recommendation from Jim Forcum. Motion by Dell, second by Henderson.

The Board agreed to contract Turf management for fertilization/weed treatments and shrub maintenance, but not for mowing of the lawn. If the price for the services remains the same as quoted with or without the lawn mowing, the Director is authorized to give Turf Management the go-ahead for fall treatment of the lawn.

The annual Reciprocal Borrowing application for reimbursement was signed by Board President Needler.

Upon examination of the rules applying to libraries with personal property for sale, the board agreed that there was no real choice but to have an auction.

It was agreed that the funds from the CD maturing in September should be placed in the Pacesetter Account on a motion by Kouns, second by Seymour.

Motion for adjournment by Seymour, second by Dell.

Linda Seymour
Joyce Needler
Gene Cook
James A. Kouns
Ruth Jennerjahn
Ruth Henderson

MINUTES

The Board of Trustees of the Hartford City Public Library met on October 11, 1989. Members present were Kouns, Cook, Needler, and Seymour. Also present were attorney Jim Forcum and Director Linda Jeffrey.

Minutes were approved as corrected on a motion by Kouns, second by Cook. Circulation was reviewed.

Claims and checks in the amount of \$21,225.20 were approved on a motion by Kouns, second by Seymour. It was also noted that the board agreed to the release of the september checks of Baker and Sons, and Koster & Associates.

Change orders for the drywall and furring in the basement, and drainage work around the perimeter of the new building were approved on a motion by Cook, second by Kouns. The orders were signed by the Board President.

Jim Forcum will write a letter to Baker and Sons construction, reminding them of the December 1, 1989 completion date specified in the contract.

The building inspectors findings were reported, with the following four required changes:

1. Move gas shutoff valve on the new furnace to the outside of the cabinet.
(this has already been corrected at no charge.)
2. Mirrors in both restrooms are required to be at no more than 40 inches from the floor at their lowest point.
3. The new wood doors are required to have wired glass, and to be labeled as 20-minute doors.
4. Fire dampers must be installed in the ductwork of the dropped ceiling areas of the new portion of the building.

The director will contact the architect concerning these ^{requests} demands. The board felt that since the plans were originally approved by the state, that we should not have to pay for modifications mandated by a state inspector from the same agency. The architect will contact the agency that originally approved the plans about overruling the inspector.

It was the general consensus of the board to allow the mural above the circulation desk to be painted over.

The auditor's visit was discussed, with his only findings being that a register of investments should be established with the particulars of our CD purchases, and that the Board members must sign the minutes of each Board meeting.

The director will check with Baker and Sons about repair to the damaged cornice.

Motion to adjourn by Kouns, second by Cook.

Ruth Jensen
Ruth Henderson
Joyce Needler
Gene Cook
Camie Kouns

MINUTES

The Board of Trustees of the Hartford City Public Library met on November 8, 1989. Members present were Kouns, Cook, Dell, Needler, Jennerjahn, and Henderson. Also present were attorney Jim Forcum, Director Linda Jeffrey, & architect Curt Smock.

The minutes of the October meeting were approved on a motion by Kouns, second by Cook.

Circulation was reviewed.

Claims and checks in the amount of \$80,339.94 were approved with the exception of the \$31,847.36 check payable to Baker & Sons Construction for General Trades. This amount will be withheld until the elevator is released to us in usable, inspected condition.

Curt Smock reviewed the items remaining to be completed on the project. The Board approved on a motion by Kouns, second by Cook a \$275 proposal from Turner Painting (a subcontractor of Baker & Sons) for repair to plaster in the Director's office, repair to the water-damaged corner of the ceiling on the north end of the main floor, repair to plaster on the third floor, and painting of some old woodwork in the meeting room and staff lounge.

On another motion by Kouns, second by Cook, the board agreed to changes mandated by the state inspector, including wire glass in specified doors, and fire dampers. The estimate for general trades on these changes is \$1807, and the electrical estimate is \$1260.

The meeting ended with a tour of the facility led by Curt Smock.

Carl A. Dell
James E. Kouns
Linda Jeffrey
James D. Dell
Keith Henderson
Kathleen Jeffrey

Minutes

The Board of Trustees of the Hartford City Public Library met on December 13, 1989. Members present were Dell, Needler, Henderson, Cook, Kouns, and Jennerjahn. Also present was director Linda Jeffrey.

Minutes were approved as read. Circulation was reviewed.

Claims and checks in the amount of \$13,010.51 were approved on a motion by Henderson, second by Kouns.

After review of the features of the AT&T Spirit phone system, Jim Kouns moved that we purchase it, with the addition of a second phone line. Second by Cook, motion carried.

The end of the year bill clean up meeting was set for Wednesday, December 27 at 7 p.m.

A transfer of funds in the amount of \$50 was made from Appropriation #32, Operating Supplies, to Appropriation #31, Office Supplies. Another transfer in the amount of \$700 was made from Appropriation #74 Periodicals, to Appropriation #73, Books. Motion to approve transfers by Jennerjahn, second by Henderson.

A discussion was held on appropriate use of Mrs. Herbert Honey's donation of \$1000. The board agreed that a television for use with the recently donated VCR, and an overhead projector would be useful purchases. Linda will check into current prices for these items.

The Director was asked to gather information on the following:

1. How much money will remain in the construction fund after all bills are paid?
2. What can we legally do with the funds?
3. A "wish list" of needed items, with priorities listed.

David Dell moved to approved an order for carpeting in the elevator, Kouns seconded, & motion carried.

Motion to adjourn by Kouns, second by Jennerjahn.

Ruth Henderson
James D. Needler
James E. Kouns
Linda A. Seymour

The December 27th meeting of the Hartford City Library Board was called to order at 7 P.M. by Joyce Needler. Present were Jim Kouns, Linda Seyour, Ruth Jennerjahn, Gene Cook, Joyce Needler and Linda Jeffreys. Since the purpose of the meeting was to adjust funds at the end of the year, minutes of the earlier December meeting were not read.

Linda Jeffreys, librarian, reported the estimated cost to enclose pipes, etc. at the top of the elevator, with drywall would be \$293 and the estimate for a proper fire extinguisher would be \$75.

Jeffreys also asked for 4 fund tranfers:

1. \$4600 from #22 (utility fund) to #53 (debt service fund)
2. \$2774.59 from #56 (transer to LIRF) to 53 (debt service fund)
3. \$7225.41 from #56 (transer to LIRF) to LIRF (Library Improvement Reserve Fund)
4. \$45.20 from #52 (rentals) to #24 (repair and maintenance)

The transfer to the debt service fund is needed to pay bond principle and interest payments.

Gene Cook moved the board accept the transfers. Kouns seconded. Motion carried. Bills totaling \$92060.06 were reported. Cook moved the bills be paid. Kouns seconded. Motion carried. Kouns moved the meeting be adjourned, Cook seconded. The meeting was adjourned.

Respectfully submitted,

Ruth Jennerjahn

Ruth Henderson
Joyce Needler
Gene E. Kouns
Linda Seyour