

**HARTFORD CITY PUBLIC LIBRARY**  
**Board of Trustees**

**October 20, 2021 minutes of the regular meeting, submitted by Jen Holst, recording secretary:**

Meeting was called to order by President Michael Tabor.

**ROLL CALL:** Members April Bartlett, Dave Bowman, Camille Mealy, Kelli Ruble, Judy Soddors, Michael Tabor, and ~~Kay Waters~~; Director Michele Risinger; Admin Jen Holst

**BUDGET** Dave moved to adopt the 2022 Budget, which was seconded by April and carried unanimously.

**MINUTES** were approved as presented: For Aug, Camille moved and Dave seconded; for Sept, Kelli moved and April seconded. Both carried 6-0.

**FINANCIAL REPORTS:**

1. Cash balance is being spent down, but plenty of room to finish the year.
2. Park funds have been spent down, and some funds closed.
3. Appropriations spending has been kept to a minimum this year; any remaining balances will be transferred to the Rainy Day fund.
4. Kim Waddell contracted with Wassons to plant the front flower beds, with the bill coming in at \$4,500, well within the amount budgeted for the project last year.
5. According to Michele, Misc Revenues remain pretty steady.

**CIRCULATION REPORT:**

1. Understandably slow, mostly due to continued construction.
2. The children's audiobooks category has seen a spike due to the recent influx of Wonderbooks, which are print books with included audio, with ability to charge eight units at a time via USB. Pleased with the initial investment and subsequent demand, Amy purchased another large lot, with about 50 in circulation now.
3. Door count is up, and it is nice to see more families coming in again.

**PROGRAMS:** None

**DIRECTOR'S REPORT:**

**CONSTRUCTION:** Perimeter drain finished day of meeting. Sidewalk should be fixed next week. Gas turned back on this week. Outdoor light was removed from pole earlier in construction, but we received another bill, so Michele called to cancel that account. Some delays due to crews and supply chain shortages. Lights in the basement hallway have been installed and shed bright light...but the fixture at the end of the hall impedes the bathroom door from opening at this time. The tile has been cleaned and sealed (except for the corners, which Michele is working on.)

**ARPA GRANT:** awarded, and will help cover some of the un-upholstered furniture, Hoopla and OverDrive costs, StoryWalk, security cameras, etc. Deadline to close is July 30, 2022.

**PARK:** Jerry is making good progress on the outdoor classroom. IU Health has given us a grant for next year. Dustin George is to have Bill Bacon look at the splash pad for winter prep.

**ACTION/ DISCUSSION ITEMS**

1. Reapprove Internet Public Use Policy: April moved to approved the policy as amended, with a second from Kelli. The amendments included not requiring a library card or ID, and not requiring sign-in logs. Motion carried 6-0.
2. Quarterly PLAC report was signed.
3. Collection audit: Michele requested permission to close the library 1-2 weeks in December to perform an inventory check, as the last one was done in 2011 when Evergreen came online. The board approved the request by general consent.
4. The board approved a resolution to allow the director to sign contracts for grant requests; Kelli moved and Camille seconded. **RESOLUTION 2021-8**
5. Since the Flatter Fund is currently in a checking account with no interest accrual, the treasurer was asked to open a money market account and transfer the fund to that account, closing the checking account.
6. One employee will be joining the sponsored health insurance plan in December. There should be enough budgeted for the inclusion. Next year's rates are decreasing slightly.
7. Michael requested two members join him on the compensation committee, with Judy and Camille volunteering to do so.
8. Michael and April's terms expire at the end of the year. Both plan to stay on, but Michael will relinquish his post as president.



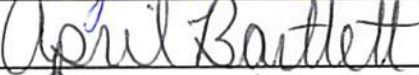

**CLAIMS & CHECKS**



Claims were presented in the amount of Citizens - \$45,632.79 and Via - \$1,623.47 = \$47,256.26. After review by the board, Judy moved to approve the payment of claims; Dave seconded, motion carried 6-0.

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

The next REGULAR board meeting will be November 17, 2021 in the Musser Meeting Room at 5 p.m.

Approved this 17th day of November, 2021:

  
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