

# **HARTFORD CITY PUBLIC LIBRARY**

## **Board of Trustees**

**Mar 19, 2025 Minutes - Regular Meeting**

**Musser Meeting Room**

Meeting was called to order by President Michael Tabor.

### **ROLL CALL:**

PRESENT IN PERSON: Members Brittaney Dillon, Dave Bowman, Camille Mealy, Victoria Morones, Michael Tabor; Director Michele Risinger; Admin Jen Holst

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: Judy Soddors (excused), Taylre Floyd

**AGENDA AMENDED** to add ACTION item: PTO payout for two employees pending retirement

**MINUTES** were approved as presented upon a motion by Camille, seconded by Brittaney, which carried 5-0.

### **FINANCIAL REPORTS:**

1. We are in the process of getting Brittaney registered for TrustIndiana, after which the funds transfer will take place.
2. Total donations received from discarded books approximated \$350.
3. Our annual Flatter distribution was receipted in Feb.

**CIRCULATION REPORT:** Resource sharing could be impacted by potential changes to IMLS funding.

**PROGRAMS:** Amy reported 47 children and 28 adults participated last month.

**DIRECTOR'S REPORT:** See attached for further details.

1. Splash pad will open in early May.
2. The ramp to the treehouse landing will likely be closed off at night through the summer to deter rascally behaviors.
3. Washington Township is weighing a possible change regarding their contract.

### **ACTION/ DISCUSSION ITEMS**

1. PTO: Our two employees nearing retirement pre-date the PTO system, and Michele is suggesting a one-time exception to the PTO policy to honor their longtime service. Dave moved to adopt Michele's recommendation, Camille seconded, and motion carried 5-0.
2. GRANT APPLICATION TO PRESERVE UNIQUE AUDIO & A/V MEDIA: Michele alerted the board members that she is pursuing a grant to preserve some 125 8/16 mm reels donated to BCHS, which could eventually be uploaded to YouTube for the community's convenience. If we do not get the grant, it may be worthwhile for BCHS to apply for a BCCF grant for the project.
3. A member asked about family visitations taking place in the library, and Michele confirmed that the changes made have been positive, with no further complaints from staff or families.

4. BUDGET, INDIANA TAX REFORMS (POTENTIAL), AND IMLS REDUCTION: Michele has been keeping an eye on federal and state discussions that might impact financial decisions the library will need to make. We will start advertising for the two full-time positions tomorrow, and these discussions all play into future staffing and library hours arrangements. Michele asked if the board would be willing to drop Full-Time status from 35 hours to 34 hours, to mesh with proposed hours starting June 30; the board accepted and permitted her to advertise the jobs at 34 hours & Full-Time. Michele will bring the proposed handbook change to next month's meeting.

**CLAIMS & CHECKS**

Claims were presented in the amount of Citizens – \$35,467.71 and Via – 0. After review by the board, Dave moved to approve the payment of claims; Brittaney seconded; motion carried 5-0.

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

The next regular board meeting will be April 16, 2025 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 16th day of April, 2025:

M. Allen  
Victoria Morones  
Camille Nealey  
David A. Barton

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