

HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

April 19, 2023 minutes - regular meeting

Musser Meeting Room

Meeting was called to order by President Michael Tabor.

ROLL CALL:

PRESENT IN PERSON: Members April Bartlett, Dave Bowman, Camille Mealy, Michael Tabor, Kay Waters; Director Michele Risinger; Admin Jen Holst (7 total, 5 voting members)

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: Kelli Ruble, Judy Soddors (2)

MINUTES were approved as moved by April and seconded by Dave, which carried 5-0.

FINANCIAL REPORTS:

1. Transfer was made to cover temporary loan for the perimeter drain done last year by CME. (Check to see if the transfer from Flatter to Bond needs a resolution.) Construction fund zeroed out.
2. 76-Electronic Materials is nearly maxed out for the year. Michele has lowered the checkout cap for Hoopla from 20 to 15 items per patron.

CIRCULATION REPORT:

1. Physical materials checked out for March = 2371, with children's print highest March on record since 2019 at 862.
2. All materials checked out = 3252 (last highest was Mar'19 at 4165).
3. E-faxing climbed to 154 in March.
4. Resource sharing: materials borrowed from HCPL around the state = 490, highest on record; net lending pattern continues.

PROGRAMS: No report.

DIRECTOR'S REPORT: See attached. Of special note:

BUILDING: Clemens was here to quote work on flashing and gutters.

TECHNOLOGY:

1. Pricing out exterior wireless cameras for park.
2. Need a door counter for new rear entrance.
3. Need staff members to train on new microfilm machine.
4. 3D printer ordered, but waiting to hear back on a returned part.

PARK:

1. Applied for \$30,000 grant through Boren Foundation for hill bridge/pollinator garden.
2. Plexiglas (see-through) raised garden beds are built and ready to be installed.
3. J. Banter has acquired insurance.

OTHER:

1. Library will be closing May 5, 2023 for full-time staff to attend a regional professional conference in Pendleton.
2. MKM Architecture will be coming back May 10 to take more photos of completed construction areas.
3. Staff: Hannah will be going home to OH for summer break, and Heather is needing more hours than we can offer; she is welcome to continue working Saturdays even if she finds other work. Rachel Holst has been hired to work at least the summer. (Clerks are offered 10-15 hours at a minimum.)
4. Watching legislation for "harmful to minors" language in this session's bills to see how that will affect us if passed.
5. Michele is running on-going public opinion polls to garner wishes for our next Long-Range Plan, with opinions sought on the following ideas:
 - a. Have a Public Notary available by appointment onsite?
 - b. Color printing
 - c. Pay by credit/debit card
 - d. Video game checkout?

ACTION/ DISCUSSION ITEMS

1. PLAC 1Q23 report signed.
2. Policy reviews will be postponed until end of state legislative session at the end of this month.
3. Michael suggested considering investments once our June draw is received; Michele would like to see board reconsider staff COLA.

CLAIMS & CHECKS

Claims were presented in the amount of Citizens – \$54,638.65 and Via – 0. After review by the board, Dave moved to approve the payment of claims; April seconded; motion carried 5-0.

Being no further business to come before the board, meeting adjourned. The next REGULAR board meeting will be May 17, 2023 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 17th day of May, 2023:











