

HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

June 19, 2024 minutes - regular meeting

Musser Meeting Room

Meeting was called to order by President Michael Tabor.

ROLL CALL:

PRESENT IN PERSON: Members April Bartlett, Karen Bergdoll, Dave Bowman, Camille Mealy, Judy Soddors, Michael Tabor; Director Michele Risinger; Admin Jen Holst

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: Taylre Floyd

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

FINANCIAL REPORTS:

1. Early distribution was received in order to have funds in hand to make the July bond payment.
2. All funds have healthy balances.
3. This year's contract and payments for charges in arrears have not yet been received from Jackson Township, so Michele, on behalf of the board, will be sending the township trustee and board a notice that service is discontinued until these are received. Patrons residing in this township are encouraged to reach out to their trustee to get this issue rectified, and may receive contact information at the circ desk or on the county website.
4. DLGF is to have reports out by July 15 to aid in preparing the budget. Michele will meet with the DLGF rep in July to review her budget draft. The hearing for the proposed budget is scheduled for the August meeting.

CIRCULATION REPORT:

1. Checkouts for physical materials are at their highest level in five years. Our digital checkouts also keep climbing, so caps on Hoopla have been lowered to 12 at a time for budgetary purposes.
2. Resource sharing numbers remain high, as are Wi-Fi counts, mostly due to park users.
3. Door count number is off due to new counter having issues; Michele will be researching a new vender to replace the equipment at the back door for the Children's Dept.

PROGRAMS: Rosey, our reading therapy dog, has passed away. It was a "wonderful thing to offer in the community," and she will be missed. Amy is arranging a gift for Sharon in her memory.

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

1. We are in the queue for the roof replacement. A custom color has been requested, which may result in slightly longer wait times.
2. Dustin George has been doing a nice job maintaining the grounds. Dave had some updates for Michele regarding possible help for snow cleanup, etc.
3. Michele has been asked to join an Indiana State Library committee which is working to review and refine the meaning and purpose of libraries in Indiana, and hoping to update and modernize the definition from the current narrow one used in legislation.

4. The park has proved popular once again, especially the splash pad as temperatures have soared into the 90s. Signs to keep dogs from the park have been ordered and are ready to be installed.

ACTION/ DISCUSSION ITEMS

1. Having determined last month to invest the LIRF Fund via TrustIndiana, Michele prepared **RESOLUTION 2024-3 TO ESTABLISH AN INVESTMENT POLICY**, which Dave moved to approve and Karen seconded; motion carried 6-0.
2. Judy moved to approve **RESOLUTION 2024-4 TO INVEST THE LIRF FUND**, which Camille seconded. Motion carried 6-0.
3. Judy also moved to approved **RESOLUTION 2024-5 TO TRANSFER FUNDS FROM CITIZENS TO VIA**, since the debt funds were not split from general funds into separate checks. Dave seconded the motion, and it carried 6-0.

CLAIMS & CHECKS

Claims were presented in the amount of Citizens – \$95,218.13 and Via - \$52,707.50 for a total of \$147,925.63. After review by the board, Karen moved to approve the payment of claims; Judy seconded; motion carried 6-0.

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

The next regular board meeting will be August 21, 2024 in the Musser Meeting Room at 5 p.m. (July meeting has been cancelled.)

Respectfully submitted by Jen Holst, recording secretary.

Approved this 21st day of August, 2024:









