

HARTFORD CITY PUBLIC LIBRARY

Board of Trustees

21 Aug, 2024 minutes - regular meeting

Musser Meeting Room

Meeting was called to order by President Michael Tabor.

ROLL CALL:

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

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: April Bartlett, Taylre Floyd, Camille Mealy

2025 BUDGET PUBLIC HEARING Pres Michael Tabor called the budget hearing to order at 5:00. Michele described the proposed budget notice based on the estimated maximum budget and the estimated maximum levy. There being none present to question or comment upon the proposal, Michael closed the hearing at 5:05 with the reminder that the board will vote on the next year's budget at the next meeting in September.

MINUTES were approved as moved by Dave and seconded by Karen, which carried 4-0.

FINANCIAL REPORTS: Balances are strong, and the TrustIndiana investment has already earned a healthy amount of interest. Jackson Township is now caught up, and its contract has been received.

CIRCULATION REPORT: Children's print books are up, and adult audiobook circs have also spiked. Michele provided a graph showing eMaterial circulation by year and service, including Hoopla and OverDrive from 2018-2024, which exhibits a fairly steady climbing trend. There was also an Indiana Digital Library (IDL) Peer Collections Report for 2023 detailing 1) patron interest across the IDL Consortium, 2) our library's responsiveness; 3) comparisons of our own collections, looking at both circulation and spending, and 4) comparing our library to other IDL peers.

PROGRAMS: Michele reported steady attendance at children's weekly programs, and detailed participation at various summer reading programs: Leonardo and Sign Language classes proved most popular, as usual. Over 100 children were signed up.

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

1. The roof replacement has been completed to satisfaction, though some of the wood trim was found to be rotted; this will be addressed next year.
2. There has been a sewer/gas smell in certain areas of the building. According to Dean Wilson, this may be connected to sump pump issues, so Michele will work to get the plumber and elevator folks on-site simultaneously to inspect it.
3. Tech: Michele replaced Amy's PC, and Jen's is next. It has also been determined that replacing the door counter in Children's is unreasonable, so the batteries will have to be replaced in the current one more often.
4. Park: The upper deck has been closed early due to unwanted activities and behaviors taking place there, much to the sadness and consternation of those who treat it respectfully. Michele

will be installing bird spikes on the deck railing to discourage young ones from perching up there to prevent falls to the ground. They also plan to remove the chalkboard and install clear partitions in the wall to better observe and supervise the goings-on up there. Christmas lights left up through the year have been damaged and will need replaced. Michele has applied for a Women of Worth grant to help fund the Butterfly Walk. She also plans to redesign the see-through garden containers to help with moisture issues.

ACTION/ DISCUSSION ITEMS

1. The quarterly PLAC report was signed for submission.
2. The annual resolution to join the ISL e-rate consortium for internet, 2024-26, was moved by Judy, seconded by Dave, and approved 4-0.
3. Michele gave an employee update: Jeanette Benbow has been hired as the new clerk in the children's department. She has a significant amount of helpful experience, and Amy looks forward to working with her.
4. Board members considered the Apple & Son's quote for snow removal, and are interested in the monthly contract plan, but will solicit more quotes for comparison.

CLAIMS & CHECKS

Claims for both July and August were presented in the amount of Citizens – July: \$30,856.21 and August: \$101,144.40 (Via – 0). After review by the board, Karen moved to approve the payment of claims; Judy seconded; motion carried 4-0.

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

The next regular board meeting will be 18 Sept, 2024 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 18th day of September, 2024:













