

HARTFORD CITY PUBLIC LIBRARY
Board of Trustees
September 20, 2023 minutes - regular meeting
Musser Meeting Room

Meeting was called to order by President Michael Tabor.

ROLL CALL:

PRESENT IN PERSON: Members Dave Bowman, Camille Mealy, Kelli Ruble, Michael Tabor;
Director Michele Risinger; Admin Jen Holst (4m+2)

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: April Bartlett, Judy Soddors, Kay Waters (3)

The **2024 Budget** was adopted upon a motion by Dave, seconded by Kelli, which carried 4-0.

RESOLUTION 2023-5

MINUTES were approved as presented, moved by Kelli and seconded by Camille; carried 4-0.

FINANCIAL REPORTS:

1. Expect discussion and action on investments next month.
2. Jackson Twp is paid and current.
3. Dave once again gave encouragement to transfer as much as possible to Rainy Day at yearend.

CIRCULATION REPORT: numbers are very similar to previous month, a good sign with school having started.

PROGRAMS: The collection has undergone a massive weed, mainly in the biography and inspirational sections, so there will be a book sale in October in addition to the usual one in January.

DIRECTOR'S REPORT:

1. Clemens is on the schedule to remove flashing, redo some shingles, seal brick, and check the cap on the chimney. This was quoted at \$8,000.
2. The splash pad is turned off for the season. Eric Wilson is on the schedule to winterize it, and Michele has noted the subsequent water shutoff.
3. Jerry Banter and the architect working with him will be meeting with the state in Indy, along with Dustin George and Ron Parrett, for a variance to the balance beam project in the park, as the very nature of the project itself does not lend itself to ADA compliance.
4. There was an incident in the park involving some teenagers which led to the disabling and replacement of a surveillance camera in the gazebo area. Michele is handling it.

ACTION/ DISCUSSION ITEMS

1. E-Materials appropriation expended: e-materials circulation continues to be quite high (by far the highest at average of 800 requests each of the last two months), so with the depletion of funds in that category, Camille moved to adopt a resolution to transfer money from Non-Print to E-Materials; Kelli seconded, motion carried 4-0. **RESOLUTION 2023-6**
2. Michele obtained quotes, outlined below, from Clemens and Kingdom Roofing to replace the flat roof, which is failing. The board voted (motion – Dave, second – Camille; carried 4-0) to approach Kingdom Roofing first to see if 50% down payment could be waived per state policy.
 - a. Clemens \$29,448 is a CertainTeed TPO roof system, warranted for 20 years, with a workmanship warranty for 15 years, and inspections at 1, 5, 10, and 15 years.
 - b. Kingdom \$23,844 is a Duro-Last PVC roof system, with material and warranty options.
3. Michael reported that Kathy Smith has a low interest level at this time in allowing the library a right of first refusal/offer agreement for the beauty shop property. The board will consider putting a “No Library Parking Allowed” sign at the alley entrance to her parking lot behind the shop.
4. The original intention of the additional appropriation approved last month was to have been for bookshelves in the YA section, but was redirected to go toward the roof replacement. Michael encouraged Michele to proceed with plans for the bookshelves, given the savings available in reserve. Michele will pursue action if possible, but the desired model has a minimum order of 50 units, while we only need eight. The furniture representative, Scott Schick, is working with other clients to see if another organization might want to go in together to split an order.
5. Michele will get contact information for a quote to erect a sign matching one the Bl.Co. Historical Society recently had installed.

CLAIMS & CHECKS

Claims were presented in the amount of Citizens – \$23,778.31 and Via – 0. After review by the board, Camille moved to approve the payment of claims; Dave seconded; motion carried 4-0.

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

The next REGULAR board meeting will be October 18, 2023 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this ²⁵18th day of October, 2023:











