

April 17, 2019 minutes of the Hartford City Public Library Board of Trustees regular meeting, submitted by Jen Holst, recording secretary:

Meeting was called to order at 5:00 pm by President Michael Tabor.

ROLL CALL: Members April Bartlett, Ann Ludwig, Kelli Ruble, Judy Sodders, Michael Tabor, Bob Sine; Director Michele Risinger; Admin Jen Holst

MINUTES were approved as presented upon a motion by Bob, seconded by April.

FINANCIAL REPORTS:

- All funds looking fine at the halfway mark to the next major distribution.
- Fines/fees down slightly with auto-renewals; not losing materials.

CIRCULATION REPORT:

- Film up by close to 200
- New cards are down; Michele will check to see if that includes the township card renewals. (Door count was also down quite a bit.)

PROGRAMS REPORT:

- Makerspace had no attendees, but will try again; general feeling is that it is a worthwhile program.

DIRECTOR'S REPORT:

BUILDING

- Good report from structural engineer with recommendations on how to mitigate water damage affecting the foundation; copies of report provided.
- Clemens finished downspout work with sump pump outlet.
- Elevator: According to SBOA, we cannot prepay 1/3 of cost of materials to Oracle before invoice received or materials delivered as requested, so waiting to hear back from rep on how to proceed.

TECHNOLOGY

- Michele met with Russ today regarding front security camera. They decided to wire through the wood frame of front window opposite where flag was so that it would be difficult to reach; Russ will be sure it is waterproofed.

NEWS/REQUESTS

- Staff training involved a self-assessment of technology competencies, followed by a discussion with Michele over areas with which they requested help.
- Public PCs reduced from eight to six; the other two are being repurposed. The space vacated by the two computers is being outfitted with outlets for personal laptops, and the tables reserved for use by tutors.
- First quarter payments received from all three townships; Jackson's 2019 contract was also received, and reminders sent to Licking and Washington with their 2Q19 invoice; verbal affirmation that contracts will be sent soon.

FRIENDS

- Outdoor book sale is planned for Saturday, April 27. Meeting room is reserved in case of inclement weather.

PARK

- Park committee met with Paul Raymond of Rotary to decide on a second climbing structure to be funded/built with Rotary grant money.
- Arbor Day Committee will be providing redbuds and serviceberries along Jefferson and Franklin streets, in strip between sidewalk and street. Their money can only be spent on public land, so they cannot help furnish tulip trees on library property.
- The Boy Scout building the suspension bridge for his Eagle project has been asked to provide his cost sheet by May 1 in order to access the Rotary grant helping fund it.
- Park committee decided to keep the black walnut tree for now, so space to plant only one tulip tree, which limits what flowers and vegetables can be planted in area.
- Board authorized removing maple tree along Jefferson Street and grounding out stump to make way for Arbor Day's fall tree planting.
- Electrical work done in shed; ready for contractors to return to wrap up splash pad installation. Michele hopes to see this up and running by June.
- Michele referenced outlets protruding from ground near bubblers; Mike will inspect.

ACTION ITEMS

- Mike signed PLAC quarterly report (zero sold).
- Public Service Loan Forgiveness form for director was approved and signed by Mike.

DISCUSSION ITEMS

Background Check Policy - Michele handed out a draft for board members to review this month and discuss at next meeting.

CLAIMS & CHECKS

Claims were presented in the amount of \$27,948.44. After review by the board, Judy moved to approve the payment of claims; Bob seconded, motion carried.

Being no further business to come before the board, meeting adjourned. The next board meeting will be Wednesday, May 15th, with EXECUTIVE session at 4:30 pm and REGULAR meeting at 5:00 pm in the Musser Meeting Room, HCPL.

Approved this 15th day of May, 2019:











