

HARTFORD CITY PUBLIC LIBRARY
Board of Trustees
December 13, 2023 minutes - regular meeting
Musser Meeting Room

Meeting was called to order at 5 p.m. by Vice-President Dave Bowman.

ROLL CALL:

PRESENT IN PERSON: Members April Bartlett, Dave Bowman, Camille Mealy, Kelli Ruble, Judy Sodders; incoming member Karen Bergdoll; Director Michele Risinger; Admin Jen Holst

ELECTRONIC ATTENDANCE (ZOOM): 0

ABSENT: Michael Tabor

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

FINANCIAL REPORTS:

1. Michele requested the following internal transfers (within major categories) to keep appropriations in the black:
 - a. -700 21 – comms/trans
 - b. +700 25 – pro serv
 - c. -2,941 81 – LIRF
 - d. -2,659 73 – books
 - e. +4,500 71 – land, bldgs.
 - f. +1,000 74 – per, papers
 - g. +100 75 – non-print
 - h. -250 73 – books
 - i. +250 75 – non-print
2. Washington Township is paid, but Jackson is in arrears.
3. Michele provided an annual review thus far of actual revenue; she is expecting \$100,000 for Op in the December settlement, which will be sufficient until the June disbursement arrives.

CIRCULATION REPORT: A bit low this month; patrons generally happy, except for Resource Sharing, as the state continues to experience courier difficulties.

PROGRAMS: Amy reported 25 children and 13 adults for morning story times, and 11 children with 6 adults for afternoon book club.

DIRECTOR'S REPORT: Little to report – park put to bed for the winter, but looks lovely with the Christmas lights adorning every last bit of it.

ACTION/ DISCUSSION ITEMS

1. Articles V: Committees and VI: Finance of the By-lays were slightly amended. Judy moved to approve the amendment, Kelli seconded, and motion carried 5-0.
2. Two resolutions to transfer funds were presented:
 - a. April moved to allow \$8,005,08 to be transferred from Rainy Day to the Flatter Fund for the chimney repair; Judy seconded, and motion carried 5-0. **RESOLUTION 2023-7**

- b. Camille moved to allow a \$20,000 end-of-year transfer from Op to Rainy Day; Judy seconded, and motion carried 5-0. **RESOLUTION 2023-8**
3. April moved to adopt the 2024 Fee Schedule reworked earlier this year; Kelli seconded, and motion carried 5-0.
4. 2024 Township Contracts were presented, with the only change being the state-induced fee increase from \$60 to \$65 per patron per year. April moved to accept the contracts, Kelli seconded, and motion carried 5-0.
5. Mike provided via Michele the 2024 Salary Ordinance recommendations. It was noted that Tom will be working hours reduced from 25 to 15 per week, and Michele is working to split maintenance duties between Tom and Kathy appropriately to reflect the change in hours. Judy moved to approve the Salary Ordinance recommendations as presented, Camille seconded, and the motion carried 5-0.
6. 2024 Officers discussion was tabled until January.

CLAIMS & CHECKS

Claims were presented in the amount of Citizens – \$35,785.60 and Via - \$55,417.00 = Total \$91,202.60. After review by the board, Judy moved to approve the payment of claims; Kelli seconded; motion carried 5-0.

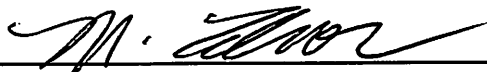
Judy had arranged for the board to enjoy Fran Eikenbarry's delicious butterscotch meringue pie to celebrate the season.

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

The next FINANCE & REGULAR board meetings will be January 17, 2024 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

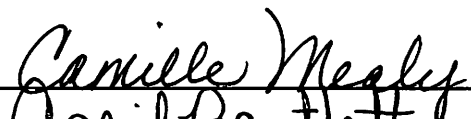
Approved this 17th day of January, 2024:



David A. Bowen

Karen Bergdoll

Judy Ladders



April Bartlett

