

HARTFORD CITY PUBLIC LIBRARY
Board of Trustees

February 19, 2020 minutes of the regular meeting, submitted by Jen Holst, recording secretary:

Meeting was called to order at 5 p.m. by President Mike Tabor.

ROLL CALL: Members April Bartlett, Dave Bowman, Camille Mealy, Kelli Ruble, Judy Soddors, Michael Tabor, and Kay Waters; Director Michele Risinger; Admin Jen Holst

MINUTES were approved as presented upon a motion by Camille, seconded by Kay; passed 6-0.

FINANCIAL REPORTS:

1. The funds summary and reconciliation reports have been updated to reflect 1. The new nomenclature required by the state for libraries across Indiana and 2. Inclusion of the new account at First Financial Bank.
2. All three townships paid up for last quarter.
3. Amount of fines very similar to last year, even after waiving juvenile fines.
4. Approximately \$5,900 remains in the Elevator Restricted Fund after payment of bills.

CIRCULATION REPORT:

1. Children's print is significantly higher than in previous years.
2. Door count also significantly higher, even though the front doors were closed for a week due to the auto accident on the front steps.

PROGRAMS:

1. Afternoon story times are still well attended, though morning programs are quiet these days.
2. Amy is considering offering art club to all ages.

DIRECTOR'S REPORT

1. Washington Township is interested in exploring the possibility of joining the library district, and will research that in the coming months.
2. Michele, Mike, and Dave plan to attend a meeting Thursday, Feb 20, to discuss the perpetual endowment of the Ruth Flatter estate.

TECHNOLOGY:

1. All computers are now on Win10.
2. The projector in the meeting room died. Michele purchased a new portable projector as a replacement.

FRIENDS are reimbursing the library \$200 for the portable projector, as it will be used for historical programs.

PARK:

1. Mike appointed Dave to the Park Committee, having previously served as the project manager.
2. Plans are moving forward to have a tunnel installed in the park for the kids.
3. A local sorority, Psi Iota Xi, offered to sponsor a music area in the park. The committee met with a representative of the sorority to discuss plans.

ACTION ITEMS

1. Mike signed the 2019 Indiana Public Library Report to be submitted.
2. Mike and Camille signed the letter for Kay, Deputy Treasurer, to be added to the account at First Financial Bank.
3. The quote to replace the handrails damaged in the auto accident on the front steps was discussed (use steel? Meet specs?). Talk to Bernie and the architect for building project before decision is made.
4. Michele was appointed to a committee with NICCL (technology consortium) for contracting with technology specialists to get discounted rates for members. She requested mileage coverage for trip to northeast Indiana for Mar 13. Dave so moved, Kelli seconded, and motion carried 6-0.

DISCUSSION ITEMS

1. The trustee of Washington Township contacted Michele to let her know that the members of the township board had not yet been available to sign the contract. Michele recommended waiving the late fee for now, with the township having paid the last quarter in a timely manner, provided the contract is returned promptly upon the members' availability. Members agreed this was reasonable.
2. Child Safety signs have been obtained for the library property, and the street department will be installing them.
3. The street department will also be grading and repaving the alley when the surrounding streets are done; the library will be responsible for the cost. Members concurred this is necessary.

CLAIMS & CHECKS

Claims were presented for the Citizens account in the amount of \$\$72,327.12, and for the First Financial account in the amount of \$44,700.00. After review by the board, April moved to approve the payment of claims, Dave seconded, and motion carried 7-0.

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

The next REGULAR board meeting will be Mar 18, 2020 in the Musser Meeting Room at 5 p.m.

Approved this ¹⁸ ~~18th~~ day of ^{June} ~~March~~, 2020:

Michael O'Neil
Kay E Waters
Joan Ladders
April Bartlett

Camille Mealy
David A Bowen
