

January 16, 2019 minutes of the Hartford City Public Library Board of Directors regular meeting, submitted by Jen Holst, recording secretary:

Meeting was called to order by President Michael Tabor.

ROLL CALL: Members April Bartlett, Max Bennett, Ann Ludwig, Kelli Ruble, Michael Tabor; also Director Michele Risinger and Admin Jen Holst

MINUTES were approved as presented at Max' motion and Kelli's second.

FINANCIAL REPORTS:

- Having received the December distribution, the library starts the year with a healthy balance.
- \$55,000 not spent of 2018 appropriations serves as a buffer until July distribution.
- Michele reported that generating auto-renewals and waiving juvenile fines is creating goodwill in the community.

CIRCULATION is up. There was discussion about the merits of pre-paid plans vs. contracts when it comes time to replace Wi-Fi devices.

2018 ANNUAL STATISTICS: Attic authors are getting weeded, but Michele reassured Michael that local authors will remain.

DIRECTOR'S REPORT:

BUILDING:

- Shelf builder has not returned call regarding floor settling issue.
- Carpet has been replaced in basement hallway; has rubber backing for if children wet from playing in the splash pad would move through the area.
- Drywall in atrium slowly deteriorating in some new spots.
- Elevator: carpet was replaced and rubber ramps added to aid people with walkers/strollers.
- Broken pipe on exterior of southwest side of elevator shaft appears to be sump pump in elevator well; Michele emailed Clemens asking if they can tie it into downspout extension and cap underground pipe.
- Michele also emailed Zach Benedict about the addition/renovation, asking him to help us come up with numbers for public accountant Umbaugh so we can start the process.

TECHNOLOGY

- Front security camera is still not installed, due to weather and Russ' illness.
- 3/6 hotspots have not been returned, but remaining three are circulating well.

NEWS/REQUESTS

- January staff training was Bloodborne Pathogens: library needs to provide Hepatitis B vaccine to any staff who want one if they run a chance of encountering exposure (which is all staff in a public building). Public health department can do shots for us. Board is to read draft of control plan for discussion and approval next month.
- Main Street group wants to provide Friday night movies from Memorial Day to Labor Day. Discussion followed about pros and cons of library being involved with this project.

- County Councilors would like recommendations for the open board position; some informal suggestions were presented and will be contacted to ascertain their willingness to be considered by County Council.

FRIENDS

- No volunteers were submitted to run the magazine sale January 25-26, so Michele will run it.
- This means that the Friends will receive no funds for programming.

PARK

- Jerry Banter is drawing up a sketch for the park entrance.
- Michele signed a contract with Flatlands Resources to help with plantings, and will apply for a grant to help pay for that, along with extra funds for more dirt and to fix the swale.
- David Heilman would like to meet with committee week of 28 Jan.
- In further park news, Ann noted that she had found an example of a bench at largeart.com that she would like to see installed in the park because of its reading theme. The bronze benches include a statue of reading children right on the bench. At Christmas time, some people donated to the pass-through fund at BCCF (\$670 so far); others can donate as well and notate "Nature Park Bench" on memo line.

ACTION ITEMS

- The 4th Quarter 2018 PLAC Report was signed to be submitted to the state.
- TELEPHONE UPGRADE IN JULY: Monthly service through our state internet provider was quoted at \$94 for a 3-year contract, down from approximately \$300 with AT&T. Michele will ask if the rate would change after three years. This was tabled until deadline approaches more closely.

DISCUSSION ITEMS

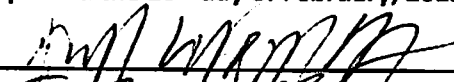



Max was bonded as Treasurer this month. April will stop by insurance office to get bonded as Deputy Treasurer.

CLAIMS & CHECKS

Claims were presented in the amount of \$40, 282.70. After review by the board, Max moved to approve the payment of claims, April seconded, and motion carried.

Being no further business to come before the board, meeting adjourned. The next regular board meeting will be held February 20, 2019 at 5 pm in the Musser Meeting Room, HCPL.

Approved the 20th day of February, 2019:

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