

**HARTFORD CITY PUBLIC LIBRARY**  
**Board of Trustees**  
**January 15, 2025 Minutes - Regular Meeting**  
**Musser Meeting Room**

Meeting was called to order by President Michael Tabor.

**ROLL CALL:**

PRESENT IN PERSON: Members Brittaney Dillon, Dave Bowman, Taylre Floyd, Camille Mealy, Victoria Morones, Michael Tabor; Director Michele Risinger; Admin Jen Holst; also Karen Bergdoll

ELECTRONIC ATTENDANCE (ZOOM):

ABSENT: Judy Soddors (excused)

**ANNUAL FINANCIAL BOARD MEETING**

1. Michael called the meeting to order and held election of officers for the 2025 Financial Board, which was approved 5-0:
  - a. President - Michael Tabor
  - b. Secretary - Camille Mealy
2. Financial Institutions: Michele recommended making no changes to our current institutions, and board members agreed to leave arrangements as is.

There being no further business brought forth, Michael closed the Financial Board Meeting.

**REGULAR BOARD MEETING**

**MINUTES** were approved as amended (name spellings corrected), moved by Dave, seconded by Taylre, carried 6-0.

**FINANCIAL REPORTS:**

1. Question as to if there are restrictions on *when* funds can be moved to Rainy Day fund. Dave would like to see funds moved there (balance of last year's budget), but Michele would like to wait until the conclusion of this year's legislative session to see what effect there might be on our books, as there is discussion at the state level of libraries possibly becoming a department of the city.
2. Michele included a chart with the 2024 Actual Revenue for the Operating Fund.

**CIRCULATION REPORT:** Michele expects the e-materials circulation of over 1000 monthly to be our new normal.

**PROGRAMS:** December was a little slower due to holiday breaks, but Amy had 31 children and 23 parents/caregivers participate in activities throughout the month.

**DIRECTOR'S REPORT:** See attached.

**ACTION/ DISCUSSION ITEMS**

**1. 2025 Election of Officers**

- a. President – Michael
- b. Vice-President – Dave
- c. Secretary – Judy
- d. Deputy Secretary – Camille
- e. Treasurer - Brittaney
- f. Deputy Treasurer – Taylre

Camille moved to accept these nominations; Dave seconded; motion carried 6-0.

**2. RESOLUTION 2025-1 to transfer funds from Operating Fund to ESHI for end of year 2024:**  
motion to approve by Dave, seconded by Camille, and carried 6-0.

**3. Security Cameras:** After reviewing the rubric updated with further info, Taylre moved to give Michele discretionary approval of up to \$20,000 from the Flatter Fund to contact Hoosier Security to install their proposed system, given we can get another camera in the back (whether that's adding one or moving one from inside to out back), and to add the \$125/mo option to include 24-hour service calls; Dave seconded; motion carried 6-0.

**4. 2024 End of Year Stats will be presented next meeting.**

**5. Supervised Visit Issues:** Michele explained that two types of organizations are using the Children's Department for visits. One of them is working out well, but the other is less conducive to respectful treatment of the space and rules, patrons and staff. A conduct policy has been posted but abused by some non-custodial parents here for visits with their children (i.e., bringing in food, not changing diapers, etc). They have also rebuffed requests to reserve the meeting room to have a more private and dedicated space. Finally, it is especially troubling on Wednesdays, when posted programming is occurring, and the families are disruptive to other patrons and disrespectful to employees. Board members wanted to know who the representative organization is, but the "counselors" refuse to give identification. The library of course wants to help facilitate and accommodate visits, but must maintain order, therefore Michele is authorized to continue working with them with the following suggestions to encourage them to follow the rules:

- a. Those in dispute will need to sign a document denoting agreement to the conduct policy; and
- b. Visits will need to be scheduled ahead of time, signifying time and location, excluding Wednesdays;
- c. Other options for locations will be offered if they are unable to come to terms.

CLAIMS & CHECKS

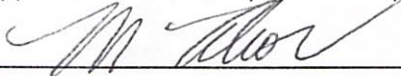
Claims were presented in the amount of Citizens – \$33,803.99 and Via – 0. After review by the board, Camille moved to approve the payment of claims; Dave seconded; motion carried 6-0.

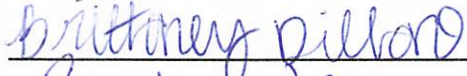
Being no further business to come before the board, meeting adjourned.

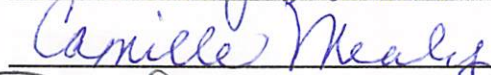
The next regular board meeting will be February 19, 2025 in the Musser Meeting Room at 5 p.m.

Respectfully submitted by Jen Holst, recording secretary.

Approved this 19th day of February, 2025:

  
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