

MINUTES

Marjorie Johnson Board Room, 376 S. 15<sup>th</sup> Street, New Castle, IN 47362  
October 17, 2016

Roll: Linda Madison  
Nancy Paul  
Kevin Thornburg  
Linda Shore  
Tom Sproles

Others Present: Winnie Logan  
Helen L. Hay  
Kaye Williams  
Travis Weik  
Lisa Stamm  
Brenda Martinez  
Jeff Ray

Jeff Ray, local artist, discussed designing a piece of art to enhance the Library's Centennial celebration and to further promote the various pieces of art he has constructed and placed in various places around New Castle and Henry County areas. He explained that the pieces he makes are from various pieces of metal and wood that are recycled from old bicycle parts, rebar, scrap metal and railroad ties. He shared a few photos of some ideas. He also suggested we plant a tree. Jeff thanked the Board for the time to share his ideas. He will be contacted with the Board's final decision.

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A motion was made by Tom Sproles and seconded by Nancy Paul for the approval of the minutes of the Sept. 19, 2016 meeting. Motion carried.

FINANCIAL REPORTS

Forms were signed for approving the monthly payments for Sept. Warrants (124096 – 124168). Brenda reviewed the encumbered report. Expenses continue to be monitored closely and there is 40.6% of the 2016 Operating budget remaining now. A motion was made by Linda Shore and seconded by Kevin Thornburg for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Winnie gave the highlights of her monthly report. The Staff Training Day was well attended and productive. Topics discussed were internal controls training, social media, INSPIRE and teambuilding. Friends of the Library provided lunch from McAllister's Deli. Staff members recognized for their years of service were: Janet Twigg with 15 years and Paul Hall with 5 years of service. The afternoon was spent learning about employee benefits like the new Hoosier S.T.A.R.T. retirement plan, insurance and flexible spending accounts available through AFLAC, and HIP Link which is an assistance program for a new insurance program through the state. The Library has been awarded a \$1,000 grant from the Henry County Community Foundation for an "opening day collection" for the new Mobile Library. Various statistics were reviewed. Paul Hall – Systems Supervisor, resigned effective Oct. 12, 2016. A donation of \$50 has been given for children's books in memory of Evelyn Dickey from the Beverly McClintock family. A motion was made by Tom Sproles and seconded by Nancy Paul for the approval of the Director's report. Motion carried.

OLD BUSINESS:

Published amounts for the 2017 Operating Budget - \$2,555,780, Debt Service - \$846,000, and LIRF - \$45,000 budgets were reviewed. A motion was made by Nancy Paul and seconded by Kevin Thornburg approving the adoption of the 2017 Library Budgets as presented. Motion carried.

NEW BUSINESS:

A motion was made by Tom Sproles and seconded by Linda Shore for the approval to close the Library at 5:00 p.m. on Dec. 2 for the staff holiday party. Motion carried.

The Library's health insurance renewals were reviewed. Various options were discussed. Due to recent staff changes, it was decided to remain with the same insurance coverage that we currently have. A motion was made by Tom Sproles and seconded by Nancy Paul for the library to contribute 75% of the monthly premiums for each covered staff member, their dependents or family coverage and will also continue to contribute \$1,000 to each HSA account to be paid in increments of \$250 quarterly. Motion carried.

A motion was made by Linda Shore and seconded by Kevin Thornburg approving joining the Indiana State Library Consortium for Public Library Internet Access for funding year July 1, 2017 through June 30, 2018. Motion carried.

A motion was made by Linda Shore and seconded by Nancy Paul approving the New Castle-Henry County Public Library to join the Evergreen Indiana Consortium Membership. Motion carried.

A motion was made by Linda Shore and seconded by Nancy Paul approving the resolution authorizing Evergreen Indiana Libraries to accept payments for fines and fees. Motion carried.

A motion was made by Kevin Thornburg and seconded by Nancy Paul approving the resolution to establish the Evergreen Indiana Fund. Motion carried.

Several ideas were discussed pertaining to the piece of art that Jeff Ray is interested in providing. It was the consensus of the Board members to not pursue planting a tree due to limited space. The possibility of a wind chime for the Centennial Garden or a large book designed like the Library's logo was discussed. Winnie will contact Jeff Ray informing him of the favored ideas and invite him to attend the Nov. meeting with possible drafts.

Kaye Williams, Friends' President, reported that they continue to receive many book donations. The next book sale will be on Dec. 3 from noon until 4:00 p.m. Friends will make one more attempt to remove the smell of smoke on the donated signed first editions having Serv Pro treat them in their ozone room.

A motion was made by Tom Sproles and seconded by Nancy Paul for adjournment. The meeting adjourned at 5:35 p.m.

Helen L. Hay