

MINUTES
Marjorie Johnson Board Room, 376 S. 15th Street, New Castle, IN 47362
August 21, 2017
4:00 p.m.

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|------------------------|--|---------------------------------|
| Roll: | Linda Madison Tom Sproles | Kevin Thornburg Linda Shore |
| Others Present: | Winnie Logan Brenda Martinez Travis Weik | Lisa Stamm Christy Thompkins |

MINUTES

A motion was made by Kevin Thornburg and seconded by Linda Shore for the approval of the minutes of the August 21, 2017 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims (Warrants #124873 – 124936) were signed for approval. Brenda reviewed the financial report. Brenda stated that the July 31, 2017 balance was in better shape in comparison to July 31, 2016. Brenda announced that interest rates are better and YTD interest earned is greater than 2016. Brenda discussed briefly the encumbered report and continues to monitor each account. A motion was made by Tom Sproles and seconded by Kevin Thornburg for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Winnie reviewed the Director's report. Winnie discussed the value impact of library services in comparison to monetary value to the community. Summer reading wrapped up on July 29, 2017. TeenCon17 program was a success. A motion was made by Linda Shore and seconded by Kevin Thornburg for the approval of the director's reports. Motion carried.

OLD BUSINESS

No old business.

NEW BUSINESS

A bid was presented to purchase the old bookmobile. The radiator has been replaced and the bookmobile is being sold "as is." A motion was made by Tom Sproles and seconded by Linda Shore for acceptance of the bid from Baby Cake's Book Stack to purchase the old bookmobile for \$19,990.00. Motion carried.

A motion was made by Linda Shore and seconded by Kevin Thornburg to approve the resolution to purchase two Kwik Case Magnetic Unlockers from Johnson County. Motion carried.

Winnie reviewed and discussed the 2018 Budget. The total budget includes the Operating, BIRF, and Rainy Day Fund budgets. A motion was made by Kevin Thornburg and seconded by Tom Sproles to approve the 2018 Budgets and set the public hearing date as September 18 at 4:00 p.m. Motion carried.

A motion was made by Tom Sproles and seconded by Linda Shore to accept and approve the changes to the Electronic Sign Policy. Motion carried

Winnie requested that the library board approve payment to Irongate Creative for the website redesign out of the Gift Fund. The LSTA grant request for this project was not approved. A motion was made by Kevin Thornburg and seconded by Linda Shore to approve payment from Gift Fund – Unrestricted. Motion carried.

Indiana Public Library Standards require that library boards evaluate the Library Director on a yearly basis. Winnie presented a draft Library Director Evaluation Form for the Board's consideration. Board members requested that Winnie and the library's HR consultant prepare a similar evaluation form that would be given to department heads to use as a tool for them to provide feedback to the library board about the director's performance. After discussion regarding the form and the process of evaluation, it was agreed by consensus to schedule an Executive Session to work on the Director's evaluation form on September 18, 2017 at 5:00 p.m.

Christy Tompkins, Friends' President, reported that book sales were down from the last book sale due to attendance. The next book sale is October 14, 2017. Christy mentioned that the next Noteworthy performance is scheduled for October 26, 2017.

A motion was made by Tom Sproles and seconded by Linda Shore for adjournment. The meeting adjourned at 5:30 p.m.

Respectfully Submitted,
Brenda Martinez