



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

Marjorie Johnson Board Room, 376 S. 15th Street, New Castle, IN 47362

November 18, 2019

4:00 p.m.

Roll: Linda Madison Ramona Hacker Linda Shore
Kevin Thornburg Linda Brock

Others Present: Winnie Logan Alissa Orr Brenda Martinez
Travis Weik Christy Tompkins

AGENDA

A motion was made by Ramona Hacker and seconded by Linda Shore for the approval of the agenda for the November 18, 2019 meeting. Motion carried.

MINUTES

A motion was made by Ramona Hacker and seconded by Linda Brock for the approval of the minutes of the October 21, 2019 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #126819 – 126880, Payroll Checks #25399 – 25400, were reviewed and signed for approval. Brenda reviewed the financial and bank reports. She reported that spending should be at approximately 80% as the end of the year approaches. Brenda reported that we are on track to finish the year with a healthy ending balance. A motion was made by Kevin Thornburg and seconded by Linda Shore for the approval of the financial report. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that the Long Range Planning Committee has begun meeting and discussing options for the Library's 2020-2025 plan. Our United Way partners have helped us determine themes that we will be using which resulted from our community conversations. The themes discovered include the need for improvement in the following areas (education and resources, safety, community pride, and keeping young adults in the community after graduation.)

Winnie reported that there are two Board Members whose terms expire at the end of this year: Kevin Thornburg and Linda Shore. Each have served only one term and are eligible for reappointment.

Winnie reported that there are no staff changes to report.

Winnie reported the travel for the month. Mary Hammons attended the Black Box Middle Management Conference in Plainfield, IN. Mary Hammons, Kate McMillan, Janet Twigg, and Leann Wilson attended the ILF Annual Conference in Indianapolis, IN.

OLD BUSINESS

None

NEW BUSINESS

Winnie reviewed the Employee health insurance renewal information provided by Anthem. For the traditional PPO plan, the average increase is 5.94%; for the HSA the average increase is 5.49%. A motion was made by Kevin Thornburg and seconded by Ramona Hacker to renew the Employee Health Insurance plan with the library contributing 75% of the premiums. For Employees choosing the HSA option, the library will contribute \$250 quarterly for a total of \$1,000 to the employees' HSA account. Motion carried.

The 5 pm library closing on December 6 for the library staff Christmas party was discussed. A motion was made by Kevin Thornburg and seconded by Linda Shore to approve the 5pm closing. Motion carried.

The 2020 holiday closing schedule was presented. A motion was made by Ramona Hacker and seconded by Linda Brock to approve the 2020 Holiday Closing Schedule. Motion carried.

The 2020 board meeting schedule was presented. The board will continue to meet at 4pm on the third Monday of each month, except for January (fourth Monday) and December (second Monday). A motion was made by Linda Shore and seconded by Ramona Hacker to approve the 2020 board schedule. Motion carried.

FRIENDS OF THE LIBRARY

Christy Tompkins, Friends' President, reported that the next book sale is December 14. The next Noteworthy concert is December 12 with My Brother's Keeper. Christy reported that the Friends will be voting to approve funding for the library staff Christmas party.

A motion was made by Ramona Hacker and seconded by Linda Shore for adjournment. The meeting adjourned at 4:51 p.m.

Respectfully Submitted,
Alissa Orr