



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium
July 18, 2022
4:00 p.m.

Present:	Adam Warwas David Gratner	Terry Matney	Nancy Cook
Absent:	Linda Brock	Linda Shore	Ramona Hacker
Others Present:	Winnie Logan Joyce Winchester	Brenda Martinez Kevin McCurdy	Alissa Orr

AGENDA

A motion was made by Nancy Cook and seconded by Adam Warwas for the approval of the agenda for the July 18, 2022 meeting. Motion carried.

MINUTES

A motion was made by Nancy Cook and seconded by David Gratner for the approval of the minutes of the June 20, 2022 meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: June- Warrants # 128847-128915 were reviewed and signed for approval. Brenda reviewed the monthly financial reports. Brenda reported she received the June settlement and the library has a healthy operating balance. A motion was made by Adam Warwas and seconded by David Gratner for the approval of the financial report. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan reviewed her monthly report. Winnie reported that the library has had several opportunities to partner with various organizations to provide services and programs this summer. The library partnered with the New Castle Community School Food Services department to be a location for free breakfast and lunch to children and teens. The library scheduled programming before and after food distributions so that families could easily attend library programming while picking up food. The partnership worked very well for both organizations.

Winnie reported that the library recently partnered with the Henry County Health Department to distribute free at-home Covid-19 tests to patrons. The library was given 300 test kits to be distributed while supplies last.

Winnie reported that the library also partnered with the Henry County Arts Park for our summer reading programs. Many of the Marvelous Monday programs were hosted at the Arts Park which worked wonderful for our Children's programs.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friends' president, reported that the Friends recently received three large donations of excellent books. The Friends have had so many donations they have been able to donate books to the local Veterans Museum and several other places throughout the community. The next Friends book sale will be Saturday, August 13. Joyce reported that there will be a Noteworthy concert Thursday, July 28 at the 1400 Plaza.

BUILDING PROJECT

Architect Update

Winnie reported that the library was recently invoiced for the Architects schematic design and asked the board if they had a preference of which funds to use to pay the invoice until the Bond is issued in October. The decision was made by consensus to pay the invoice out of the Operating Fund.

Kevin asked the board how often they would like to be updated during the construction process. The board decided that a monthly update would be acceptable with the acceptance of any major changes in which the board would like Winnie to contact Library Board President, Terry Matney.

Parking Lot Discussion

Board member Adam Warwas was recently able to speak to the Mayor about the North Parking lot. The mayor expressed that he would like to see city business install electric car chargers in downtown New Castle. Adam suggested that the library would be interested in installing electric car chargers in the North lot if the city would turn over ownership of the parking lot to the library. The Mayor suggested a 100 year lease of the parking lot. Winnie will be looking into the suggestion.

OLD BUSINESS:

Fine Free Discussion

The board continued their discussion of becoming a fine free library. Winnie reported that the library staff recommended becoming fine free in September with an amnesty month. Winnie reported the Mary Hammons, head of adult services, also suggested using Atlas Collections for accounts that have large amounts of materials that are never returned. A motion was made by Nancy Cook and seconded by David Gratner for the approval of becoming a fine free library September 1, 2022. Motion carried.

Library Salary Discussion

Winnie reported that she reached out to four companies to provide a quote for a salary study at the library. She heard back from three companies and recommends using First Person Advisors with their quote of \$11,250. A motion was made by David Gratner and seconded by Nancy Cook for approval of hiring First Person Advisors to be paid out of the Gift Fund.

NEW BUSINESS

2023 Library Budget

Winnie reported that due to the new construction bond the library will make four bond payments in 2023 increasing the library budget to a level that requires binding review by the county council. The county council budget meeting takes place in August requiring the library board to review the library budget at the July board meeting. After discussion a motion was made by Nancy Cook and seconded by David Gratner for the approval of the 2023 library budget. Motion carried.

A motion was made by Nancy Cook for adjournment. The meeting adjourned at 6:14 p.m.

Respectfully Submitted,
Alissa Orr