



# NEW CASTLE • HENRY COUNTY

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## PUBLIC LIBRARY

**MINUTES**  
**Auditorium**  
**October 17, 2022**  
**4:00 p.m.**

**Present:** Adam Warwas Terry Matney Nancy Cook  
David Gratner Linda Shore Linda Brock

**Absent:** Ramona Hacker

**Others Present:** Winnie Logan Alissa Orr Joyce Winchester

### **AGENDA**

A motion was made by Nancy Cook and seconded by Linda Brock for the approval of the agenda for the October 17, 2022 meeting. Motion carried.

### **MINUTES**

A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the minutes of the September 19, 2022 meeting. Motion carried.

### **FINANCIAL REPORT**

Register of Claims: September- Warrants # 129037-129096 and Voided Check #129010 were reviewed and signed for approval. Winnie reviewed the monthly financial reports. Winnie reported that the library has a healthy operating balance at 63.6% spent leaving approximately 36% of our budget for the remainder of the year. Winnie reviewed the Building Renovation Audit Report. Winnie reported that Brenda has opened a new library account at First Merchants for the construction bond money to be deposited into. A motion was made by Linda Brock and seconded by Adam Warwas for the approval of the financial report. Motion carried.

### **DIRECTOR'S REPORT**

Director, Winnie Logan reviewed her monthly report. Winnie reported that two library board members, Linda Brock and Ramona Hacker, have terms that expire at the end of this year. Both board members are eligible to serve another term.

Winnie reported that the County Council approved the adoption of the library's budget and all forms have been submitted to the DLGF. The final budget order should arrive in December. Winnie expressed that the County Council was very supportive of the library through both the budget and bonding process.

Winnie reported that Austyn Bolander was promoted to Technical Services Manager effective September 19. A motion was made by Linda Shore and seconded by Adam Warwas for the approval of the director's report. Motion carried.

### **FRIENDS OF THE LIBRARY REPORT**

Joyce Winchester, Friends' president, reported that the October book sale was one of their best sales with \$588 in profits.

Joyce reported that the Friends are currently planning their annual members meeting which will be the Friends of the Library's 25<sup>th</sup> anniversary.

### **BUILDING PROJECT**

#### **Architect Update**

Winnie reported that she has been working on the construction phasing timeline with the architects. Winnie reviewed the phasing plans with the board. Winnie reported that the bonds have been sold and the construction bid will be awarded in March. The construction is scheduled to begin in May of 2023 with a completion date of December 2024.

Winnie reported that patrons will no longer be able to reserve lower level rooms at the library beginning in March of 2023.

### **OLD BUSINESS:**

None

### **NEW BUSINESS:**

Winnie reminded the board that the Library Director's Annual Performance Evaluation needs to be completed by the end of the year. The board agreed to schedule an executive session at 3pm prior to the Nov 21<sup>st</sup> board meeting.

A motion was made by Adam Warwas for adjournment. The meeting adjourned at 5:07 p.m.

Respectfully Submitted,  
Alissa Orr