



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium
February 20, 2023
4:02 p.m.

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

Absent:

Others Present: Winnie Logan Brenda Martinez Alissa Orr
Joyce Winchester Kevin McCurdy

AGENDA

A motion was made by Nancy Cook and seconded by Linda Brock for the approval of the agenda for the February 20, 2023 meeting. Motion carried.

MINUTES

A motion was made by Linda Shore and seconded by David Gratner for the approval of the minutes of the January 23, 2023 meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: February Warrants #129313-129365 were reviewed and signed for approval. Brenda reviewed the monthly financial reports. Brenda reported that the library has an operating budget of \$2,478,871 for 2023. Brenda reviewed the Encumbered Report and reported that expenditures for the month of January were 5.4%. A motion was made by Nancy Cook and seconded by Linda Brock for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan reviewed her monthly report. Winnie reported that the library's current Strategic Plan expires at the end of this year. A committee will begin working on the new plan in the coming months.

Winnie reported that Alyson Gooch was hired as a Part Time Public Services Associate effective February 1, 2023. Anna Lyall was hired as a Part Time Outreach Clerk effective February 3, 2023. Austyn Bolander, Technical Services Manager resigned effective March 10. A motion was made by Linda Shore and seconded by Ramona Hacker for the approval of the director's report. Motion carried.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friends' President, reported that the Friends will sponsor half of the funds for the 2023 author series providing \$4,400 for the program. Joyce reported that January was a very profitable month with a profit of \$400 at the January book sale and \$600 profit in the book room. The next book sale is scheduled for March 18.

Building Renovation Project

Kevin McCurdy reported that the renovation project will go to bid on March 17 with the plan to award bids at the May Board Meeting. Depending on the contractor, construction could begin in June. Kevin provided an update of the four phases of construction. The board discussed setting up a scoring system for the bidding process with built in penalties for missing goals. Several board members expressed interest in reviewing the construction documents in more detail. The Board decided to have a work session for this purpose on Monday, March 13 at 2pm.

OLD BUSINESS

Winnie asked the board to table the Youth Protection Policy until the March meeting so that the policy can be reviewed by the library attorney.

NEW BUSINESS

Winnie reported that the library has experienced a few incidents over the past few months that suggest the need for security particularly in the evenings. After discussion the board unanimously agreed that security at the library would be a good investment. The board asked Winnie to pursue possible security options.

Winnie asked the board to transfer \$50,000 from the Unencumbered 2022 Operating Fund to the Rainy Day Fund. A motion was made by David Gratner and seconded by Adam Warwas for the approval of the transfer of \$50,000 from the Unencumbered 2022 Operating Fund to the Rainy Day Fund. Motion carried.

Winnie presented the current non-resident card fee to the board for discussion. A motion was made by Linda Shore and seconded by Nancy Cook to keep the non-resident card fee at \$50.00. Motion carried.

A motion was made by Linda Shore and seconded by Linda Brock for adjournment. The regular meeting adjourned at 6:25pm

Respectfully Submitted,
Alissa Orr