



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
TeenScape Room
March 25, 2024
4:02 p.m.

Present: Nancy Cook David Gratner Terry Matney
Adam Warwas

Absent: Ramona Hacker Linda Shore

Others Present: Winnie Logan Brenda Martinez Joyce Winchester
Kevin McCurdy Anthony Cory Caitlin Fedor

Terry Matney, Board President, opened the meeting at 4:02 p.m.

AGENDA

A motion was made by Nancy Cook and seconded by Adam Warwas for the approval of the agenda for the March 25, 2024, meeting with the additional action item of Henry County Health Department Narcan Box. Motion carried.

PUBLIC COMMENTS

There were no public comments.

HENRY COUNTY HEALTH DEPARTMENT NARCAN BOX

Anthony Cory, Director of Nursing, presented to the board on behalf of the Health Department to install a Narcan box outside of the library. This box would contain 2 doses of Narcan that would be available to anyone that would need to actively administer it. Narcan is a life-saving medicine that reverses the effects of opioids and overdose. Anthony reported that there is a great need for Narcan in Henry County as there were 11 reported overdoses in 2023. He also mentioned that the library would be a great location for the box with proximity to areas that would most need the Narcan. The board was concerned about the liabilities with administering the dose. Anthony said that whoever administers the Narcan will not be liable for the outcome of the situation. The New Castle-Henry County Public Library would be 1 of 4 new locations that would host the Narcan box. NCHCPL would only be the host location of the box and would not have to replenish the Narcan. The boxes are monitored and maintained by the health department. A motion was made by David Gratner and seconded by Adam Warwas to accept and adopt the Narcan box. Motion carried.

MINUTES

A motion was made by Adam Warwas and seconded by David Gratner for the approval of the minutes of the February 19, 2024, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130106-130164 were reviewed and signed for approval. Check #130107 was voided. Brenda reviewed the month end financial reports and gave an overview of the encumbered report for February. Brenda mentioned that she had finished her Annual Financial Report. The library has spent 14.5% of the budget for the year so far. A motion was made by Nancy Cook and seconded by David Gratner for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Library staff have settled into temporary locations and things are back to regular business around the building. Although the library was closed the first week of February, circulation, visits, and events numbers have not declined more than expected. The library's bond trust account has been transferred to Greenfield Banking Company, as Citizens State Bank no longer provides certain trust services. The library has issued 67 new cards and 1,188 patrons checked out items during the month of February. Winnie included photos of construction progress in her report.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friend's President, reported that the Friends have brought in \$176 so far for the month of March. They collected \$339 for the month of February. Friends were able to make a cart full of free items available to the public. Joyce mentioned that Friends had their annual meeting by mail.

OLD BUSINESS

There was no old business.

BUILDING PROJECT UPDATES

Kevin McCurdy updated the board with construction progress. Kevin stated that construction is 2 ½ weeks ahead of schedule. The library has a \$405,000 contingency allowance for unforeseen circumstances. All the asbestos has been removed from where it was found. There were some structural issues resulting in reorganizing the layout of how some work would take place. Kevin offered to take the board around the construction site at the end of the meeting.

NEW BUSINESS

Winnie asked the board to close the library on April 8, due to the solar eclipse. The library wants to avoid an influx of people coming into the library with limited space due to construction. A motion was made by David Gratner and seconded by Nancy Cook to close the library on April 8th. Motion carried.

Many items in the library had to be moved due to construction. Some items were damaged or needed to be disposed of. Winnie asked the board to declare some items as surplus. She mentioned that there is an online auction where the library can post items to sell. A motion was made by Adam Warwas and

seconded by Nancy Cook for the approval to dispose of broken items and to sell surplus items on the online auction. Motion carried.

A motion was made by David Gratner and seconded by Nancy Cook for adjournment. The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Caitlin Fedor