



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
TeenScape Room
April 15, 2024
4:00 p.m.

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

Others Present: Winnie Logan Brenda Martinez Joyce Winchester
Maura Hoff Kevin McCurdy Caitlin Fedor

Terry Matney, Board President, opened the meeting at 4:00 p.m.

AGENDA

A motion was made by Nancy Cook and seconded by Linda Shore for the approval of the agenda for the April 15, 2024, meeting. Motion carried.

PUBLIC COMMENTS

There were no public comments.

MINUTES

A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the minutes of the March 25, 2024, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130165-130180 were revised and signed for approval. Check #130179 was voided. Brenda reviewed the month end financial reports and gave an overview of the encumbered report for March. Brenda mentioned that the library brought in \$38,000 in interest for all funds. The library has spent 21.9% of the budget for the year so far. A motion was made by Adam Warwas and seconded by Linda Shore for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie shared that Evergreen Indiana has launched a new discovery layer for the consortium to improve the library's catalog called Aspen Discovery. This new catalog allows patrons to do one search and see all materials that relate to that

search. Features include predictive search text, curated lists, personalized recommendations, and greater control over their user account. The library issued 83 new cards and 1,164 patrons checked out items during March. There were 334 attendees at our live programs. It was noted that electronic circulation has had growth compared to 2023, while print circulation has declined.

Winnie reported that Remington Stegbauer, Adult Services Specialist, employment ended effective March 29. A motion was made by Adam Warwas and seconded by David Gratner for the approval of the director's report. Motion carried.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friend's President, reported that Friends had a successful annual meeting. 52 ballots were returned and resulted in the current board members being reelected. Friends received \$361 in membership money. In March, they brought in \$268 and are keeping the book sale room as stocked as possible.

OLD BUSINESS

There was no old business.

BUILDING PROJECT UPDATES

Kevin McCurdy updated the board with construction progress. Construction continues to stay on schedule. The parking lot entrance stairs are completely gone. Prep work for new concrete footings to support steel columns and beams is underway. The ceiling and soffit plan had to be revised due to conflicts found above the ceiling. The contingency fund began at \$431,004.30. There is \$26,591.56 in potential change orders that will bring the remaining contingency fund to \$404,412.74.

NEW BUSINESS

Maura Hoff with DeFur Voran presented a temporary lease agreement for the board's approval. The temporary agreement is necessary due to construction not being complete in June of 2024 as originally expected. The library will continue to make lease payments at the normal schedule. A motion was made by Linda Shore and seconded by Ramona Hacker to approve and sign the new temporary lease agreement. Motion carried.

A motion was made by Adam Warwas and seconded by Linda Shore for adjournment. The meeting adjourned at 4:38 p.m.

Respectfully submitted,

Caitlin Fedor