



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium
May 20, 2024
4:00 p.m.

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

Absent: Ramona Hacker

Others Present: Winnie Logan Brenda Martinez Joyce Winchester
Caitlin Fedor

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

PUBLIC COMMENTS

There were no public comments.

AGENDA

A motion was made by Nancy Cook and seconded by Christy Ragle for the approval of the agenda for the May 20, 2024, meeting. Motion carried.

MINUTES

A motion was made by Adam Warwas and seconded by Christy Ragle for the approval of the minutes of the April 15, 2024, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130217-130237 were reviewed and signed for approval. Brenda reviewed the month end financial reports and gave an overview of the encumbered report for April. The library has spent 28.1% of the budget. A motion was made by Linda Shore and seconded by Christy Ragle for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. The library experienced an unexpected power outage on May 1st around 11:15 am which resulted in the library being closed for the rest of the day. The

library was opened for normal business hours the following day. The library will be operating on summer hours from Memorial Day weekend until after Labor Day weekend. The only change with summer hours is that the library will be closed on Sundays.

The U.S. Department of Labor announced an update to the FLSA overtime rule. The changes which go into effect on July 1 will impact two employees. These employees' positions will be recategorized as salary non-exempt. Additional increases in the salary threshold are scheduled to go into effect on January 1, 2025 which will impact one other employee. Winnie mentioned that when salaries are being worked on for 2025, changes can be discussed on how to address this additional change.

Winnie was happy to report that the library has been awarded an Indiana Humanities Action Grant of \$3,000 for this year's Henry County Reads program. Congratulations to Krystal Stanich on her successful grant application.

The library issued 99 new cards and 1,247 patrons checked out items during April. There were 530 attendees at our live programs and 358 people at various outreach programs.

Winnie reported that Tina Phelps, Business Office Assistant, resigned effective May 1. Leticia Martinez, Children's Services Associate, also resigned effective May 31. A motion was made by Adam Warwas and seconded by Linda Shore for the approval of the director's report. Motion carried.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friend's President, reported that the Friends have been keeping items updated in the Upper-Level Book Shop. They made \$304.70 for April.

OLD BUSINESS

There was no old business.

BUILDING PROJECT UPDATES

Winnie was able to give an update on the construction progress. Prep work for the new concrete footings to support steel beams and columns continues. The Carnegie porch was found to not have an existing spread footing. A new spread footing for reconstruction and waterproofing will likely result in a change order. Interior finishes and furnishings are being reviewed by Winnie and the staff. Lower-level concrete wall demolition is about 50% completed. Installation of metal stud walls and soffits at the lower and upper levels is completed. Drywall is next. The bookmobile is now able to get into the garage.

NEW BUSINESS

There was no new business.

A motion was made by Adam Warwas and seconded by Linda Shore for adjournment. The meeting was adjourned at 4:47 p.m.

Respectfully submitted,
Caitlin Fedor