



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium
June 17, 2024
4:00 p.m.

Present:	Nancy Cook Linda Shore	Ramona Hacker	Terry Matney
Absent:	David Gratner	Christy Ragle	Adam Warwas
Others Present:	Winnie Logan Caitlin Fedor	Brenda Martinez Josh Estelle	Kevin McCurdy Travis Weik

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 Linda Shore and seconded by Nancy Cook for the approval of the agenda for the June 17, 2024, meeting. Motion carried.

MINUTES

A motion was made by Nancy Cook and seconded by Ramona Hacker for the approval of the minutes of the May 20, 2024, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130281-130332 were reviewed and signed for approval. Check #130259 was voided. Brenda reviewed the month-end financial reports and gave an overview of the encumbered report for May. The library has spent 35.3% of the budget for the year. A motion was made by Ramona Hacker and seconded by Linda Shore for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Summer Reading began on June 1st and as of June 10th, 81 adults, 17 teens, and 132 children are registered. The Summer Reading Kickoff had to be rescheduled for June 8th. Due to weather conditions, the library was unable to have the tethered hot air balloon rides. 370 people attended live programs and 1,293 people attended various outreach programs in the community. The library issued 79 new cards and 1,226 patrons checked out items during May.

Winnie reported that Doug Henderson was hired effective June 3rd as the new Adult Services Specialist and Beverly Slagle was hired effective June 4th as a Children's Services Associate. A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the director's report. Motion carried.

FRIENDS OF THE LIBRARY REPORT

There was no Friends report.

OLD BUSINESS

There was no old business.

BUILDING PROJECT UPDATES

Kevin McCurdy updated the board on construction progress. Construction is about 28% complete. There was \$61,000 in change orders, comprising about 14% of the contingency fund. A proposal for asphalt consisted of milling and overlaying the staff parking lot and the north parking lot. The cost of this project would be around \$84,500. A motion was made by Linda Shore and seconded by Nancy Cook to use contingency funds to pay for the parking lot.

NEW BUSINESS

Josh Estelle spoke to the board about the library being due for a property insurance renewal. The library currently has insurance through Hanover. He proposed a new Insurance company, Cincinnati Insurance, which offers a 3-year policy option. A motion was made by Linda Shore and seconded by Ramona Hacker to enter a 3-year contract with Cincinnati Insurance.

Winnie updated the library's employee handbook and presented the changes to the board. A motion was made by Linda Shore and seconded by Ramona Hacker to approve the employee handbook updates.

A motion was made by Linda Shore and seconded by Nancy Cook for adjournment. The meeting was adjourned at 5:18 p.m.

Respectfully submitted,
Caitlin Fedor