



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Teenscape
July 17, 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 Kevin McCurdy
Caitlin Fedor Travis Weik Joyce Winchester

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 Linda Shore for the approval of the agenda for the July 15, 2024, meeting. Motion carried.

MINUTES

A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the minutes of the June 17, 2024, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130333 – 130390 were reviewed and signed for approval. Warrant #130356 for \$20,000 was the LIRF payment budgeted in the 2024 budget. Brenda reviewed the month-end financial reports and gave an overview of the encumbered report for June. The library has spent 40.8% of the budget for the year. A motion was made by Adam Warwas and seconded by Christy Ragle for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director Winnie Logan reviewed her monthly report. Summer Reading ends on July 20th. With five days left, the Summer Reading completion goal was over 50%. Summer programs have had great attendance, especially with foam events and Marvelous Mondays. The Adventures with Raptors program in partnership with Red-Tail Conservancy had nearly 200 people in attendance. The last event for Summer Reading will be a planetarium show with time offered throughout the day. The library is thankful for the media coverage from the Courier Times of summer events.

Crowe LLP is conducting the library's audit this year as the State Board of Accounts has contracted with an outside entity. Winnie and Brenda have been providing all the requested information. Once the audit is completed, Crowe LLP will schedule an exit interview to review the findings.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friend's President, reported that the Friends have brought in \$280 for May and \$255 for June. Fiction, videos, CDs, and puzzles are selling well. Friends will hand out free children's books at the back-to-school festival on July 29th.

OLD BUSINESS

There was no old business.

BUILDING PROJECT UPDATES

Kevin McCurdy gave the board an update on construction progress. Construction is 30% completed and about 3-4 weeks ahead of schedule. Staff are testing out and picking furniture. Milling of the parking lot has begun by the garage and the staff parking lot. The rocks around the outside windows have been replaced along with new landscaping.

NEW BUSINESS

Winnie presented the board with an update to the library credit card policy. It is now stated in the policy that cash advances are prohibited, and any employee found in violation of this policy will be subject to disciplinary action up to and including termination. A motion was made by Linda Shore and seconded by Christy Ragle for the approval of the library credit card policy update.

Winnie presented the budget estimate for 2025 to prepare for when it is time to finalize it.

A motion was made by Christy Ragle and seconded by David Gratner for adjournment. The meeting was adjourned at 4:56 p.m.

Respectfully submitted,
Caitlin Fedor