



# NEW CASTLE • HENRY COUNTY

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## PUBLIC LIBRARY

### LIBRARY BOARD MINUTES

TeenScape

August 19, 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                      Kevin McCurdy

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 August 19, 2024, meeting. Motion carried.

### MINUTES

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

### FINANCIAL REPORT

Register of Claims: Warrants #130391-130437 were reviewed and signed for approval. Brenda reviewed the month-end financial reports and gave an overview of the encumbered report for July. The library has spent 47.8% of the budget for the year. 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. Summer Reading ended on July 20<sup>th</sup> with an overall completion rate of 45.3%, just shy of the 50% completion goal. Summer Reading programs were very well-attended.

Winnie and several board members attended the Board of Works meeting on August 5, to discuss the parking lot situation. The library is still interested in acquiring ownership of the parking lot; however, the mayor is adamant that the city will retain ownership over the parking lot.

Winnie received an update from the attorneys regarding the construction lawsuit. The attorneys are developing an agreed case management order with the other parties involved. This order will set the schedule for the exchange of witness and exhibit lists, the completion of discovery, the deadline to file any disruptive motions, and reserve a trial date on the Court's calendar.

Donations for the month include \$7.90 from Black Box Donations and \$1500 from Friends of the Library for Henry County Reads.

Winnie reported that Mary Henderson, Circulation Associate resigned effective July 30. A motion was made by David Gratner and seconded by Nancy Cook for the approval of the director's report. Motion carried.

### **FRIENDS OF THE LIBRARY REPORT**

Joyce Winchester, Friends' president, reported that the Friends of the Library set a booth up at the Back-to-School festival this year. They gave away 236 books in total. They have brought in \$113 so far for August.

### **OLD BUSINESS**

There was no old business.

### **BUILDING PROJECT UPDATES**

Kevin McCurdy reported that interior painting and finishes continue in the lower level, ceilings in the children's area continue, and the North and East parking lots are completed. Phase 1 work continues to be slightly ahead of schedule. Casework has been brought in and is being put into place on the lower level.

### **Furniture Approval**

Kevin explained that the furniture is being purchased through Omnia, the state-approved purchasing co-op. The board was presented with an overview of the furniture costs and details. A motion was made by Adam Warwas and seconded by Nancy Cook for the approval of the furniture quotes. Motion carried.

### **NEW BUSINESS**

#### **2025 Budget Presentation, Schedule Public Hearing, & Adoption**

Winnie presented the 2025 budget information to the board. This also included the notice to taxpayers, the public hearing date, and the adoption meeting date. A motion was made by Linda Shore and seconded by Adam Warwas to approve the 2025 budget as presented and to schedule the public hearing for the September 15<sup>th</sup> meeting and the adoption for the October 21<sup>st</sup> meeting. Motion carried.

A motion was made by Christy Ragle and seconded by Linda Shore for adjournment. The meeting was adjourned at 5:03 p.m.

Respectfully submitted,  
Caitlin Fedor