



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
TeenScape
November 18, 2024
4:00 p.m.

Present:

Nancy Cook
Christy Ragle

David Gratner
Linda Shore

Ramona Hacker
Adam Warwas

Terry Matney

Absent:

Others Present:

Winnie Logan
Caitlin Fedor

Brenda Martinez
Kevin McCurdy

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 Linda Shore and seconded by Christy Ragle for the approval of the agenda for the November 18, 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 October 21, 2024, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130543-130592 were reviewed and signed for approval. Brenda reviewed the month-end financial reports and gave an overview of the encumbered report for November. The library has spent 71.2% of the budget for the year. There was a discussion about bookmobile expenses. A motion was made by Linda Shore and seconded by Adam Warwas for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Henry County Reads 2024 was a success. All but a handful of the 500 copies of the book were distributed. During Henry County Reads, there were many opportunities to engage with the book and join discussions with community members. The closing event for Henry County Reads was a "Rebecca" - themed murder mystery at the Historical Society. The Friends of the Library, the Board, and Library staff members made Henry County Reads possible.

Due to construction, the library had not planned to do the annual Library of Trees this year; however, Judy Hubbard contacted the library about having the display at Bundy Auditorium. The library is currently working to sign up organizations to sponsor a tree. The trees will be displayed from Dec. 2 to Dec. 20, and the nonperishable food donated will be distributed to local pantries. On December 18 Bundy Auditorium will be open so that the community can drop off food at their favorite tree.

The month's donations include \$5.01 from Desk Collections and \$200 from Friends of the Library for the Seed Library.

The library issued 103 new cards, and 1,206 patrons checked out items during October.

Personnel updates include Helene Donoghue, Public Services Assistant (FT), employment ending October 28, and Holly Sells, Public Services Associate (PT) transferred to Public Services Assistant (FT) effective November 11. The library is currently in the process of looking to fill the part-time position. A motion was made by Linda Shore and seconded by David Gratner for the approval of the Director's report. Motion carried.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester reported that Friends collected \$313 for October and are keeping items stocked regularly. The Friends were happy to help with Henry County Reads and provide cookies and lemonade for the Veteran's Day program.

OLD BUSINESS

There was no old business.

BUILDING PROJECT UPDATES

Kevin McCurdy updated the board with construction updates from the past month. Changes to the project budget include additional front-facing children's shelving, additional electrical changes for powered furniture, and new auditorium seating. Construction is moving slowly due to waiting for electrical fixtures to be completed. A motion was made by Adam Warwas and seconded by Linda Shore to allow the combined amount of \$116,875.66 for the three changes to the budget.

NEW BUSINESS

Employee Health Insurance Renewal

It is time for the library to renew its insurance health plan for employees. Winnie presented the board with different options for the amount covered between the employee and the library. A motion was made by David Gratner and seconded by Linda Shore to increase the employer contribution to pay 85% of employee and 75% of family premiums. The library will also contribute \$1000 paid in \$250 quarterly payments to employees who select the HSA plan. Motion carried.

Resolution to Reduce 2024 Rainy Day Fund Appropriation

A resolution to reduce the 2024 Rainy Day Fund was presented. A motion was made by David Gratner and Christy Ragle to approve the reduction of the Rainy Day fund for 2024. Motion carried.

Library Director's Performance Review

An executive session has been set for December 9th at 3 p.m. for the board to discuss the Library Director's performance for the past year.

A motion was made by Christy Ragle and seconded by Nancy Cook for adjournment. The meeting was adjourned at 5:25 p.m.

Respectfully submitted,
Caitlin Fedor