



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Indiana Room
April 21, 2025
4:00 p.m.

Present: Nancy Cook David Gratner Ramona Hacker
Christy Ragle Linda Shore

Absent: Terry Matney Adam Warwas

Others Present: Winnie Logan Brenda Martinez Caitlin Fedor
Joyce Winchester Zina Bartle

Linda Shore, Board Vice-President, opened the meeting at 4:00 p.m.

AGENDA

A motion was made by Nancy Cook and seconded by Christy Ragle for the approval of the agenda for the April 21, 2025, meeting. Motion carried.

PUBLIC COMMENTS

Zina Bartle, Ecosystem Navigator for the East Central Indiana SBDC, presented a proposal to the board outlining a potential collaboration with local libraries. Her vision is to provide libraries with resources and services that support individuals looking to start or grow their own businesses. By aligning with groups that support small businesses, the East Central Indiana SBDC plays a key role in fostering economic development.

Bartle emphasized that libraries can serve as an accessible and welcoming entry point for aspiring business owners. Unlike more formal or intimidating settings, such as large commerce meetings, libraries offer a familiar and pressure-free environment where individuals can explore business development opportunities. The East Central Indiana SBDC offers a wide range of support services, including one-on-one advising, workshops, peer groups, business plan development, and more—all designed to assist entrepreneurs at every stage of their journey.

The board agreed that this partnership could provide significant value to the community. A representative from the library will follow up with the East Central Indiana SBDC to move forward with forming this collaboration.

MINUTES

A motion was made by David Gratner and seconded by Ramona Hacker for the approval of the minutes of the March 17, 2025, meeting. Motion carried.

FINANCIAL REPORT

Register of Claims: Warrants #130788-130836 were reviewed and signed for approval. Brenda reviewed the month-end financial reports and gave an overview of the encumbered report for March. Brenda reported that the library has spent 19.1% of the budget so far. A motion was made by Nancy Cook and seconded by Ramona Hacker for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Winnie reviewed her director's report for the month of March. She reported that the library has worked with several local government units and non-profit organizations to transfer most of the surplus furniture. A significant amount of furniture remained after the first wave of getting rid of furniture. Winnie posted some surplus furniture on GovDeals.com. Many items have been sold, and Winnie will continue to place items for sale in the next weeks.

The library recently subscribed to accessiBe to use their accessWidget on the library's website in order to align with the Americans with Disabilities Act Title II and the Web Content Accessibility Guidelines 2.1 Level AA. The widgets automatically fix potential accessibility issues. Visitors on the library's website can adjust the website's design through the accessible interface to suit their individual needs. The compliance deadline for state or local governments with fewer than 50,000 residents is April 26, 2027.

Donations for the month included two "In memory of Cheryl Darlene Hammond" for \$100 and another for \$25. Desk collections totaled \$0.60.

Door counts and circulation went up for the month of March. Patrons now have a more accessible entrance to the library, therefore, it is assumed that door counts and circulation went up due to that.

Staff had their first meeting for the Grand Reopening celebration.

FRIENDS OF THE LIBRARY REPORT

Joyce Winchester, Friends President, reported that they had brought in \$329 for March. They have many patrons visiting the book room. Their annual meeting by mail resulted in 46% of ballots returned back. Friends' membership numbers are down, but they are hopeful they will go back up once the library is finished with construction. They are currently getting books ready for the Back to School festival in July.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Vehicle Purchase

Winnie presented different options of vehicles that the library could purchase to replace the 2000 Dodge Grand Caravan. The board considered all options and finally chose to purchase the 2025 Chrysler Pacifica from Russ Hubler Automotive and support a local salesman. The board also had to decide between using the Rainy-Day Fund or the Gift Fund to cover the vehicle purchase. A motion was made by Christy Ragle and seconded by Ramona Hacker to approve the purchase of the 2025 Chrysler Pacifica from Russ Hubler Automotive using the Gift Fund. Motion carried.

BUILDING PROJECT UPDATES

Winnie reviewed construction progress since the last board meeting. Potential cost changes still exist for the exterior electronic message board and the children's area wall shelving.

Additional Shelving Purchase Approval

The children's wall shelving has a revised quote from RJE for the Estey metal shelving (40) 3' wide by 84" tall for \$50,485.00. A motion was made by Ramona Hacker and seconded by Nancy Cook for the approval of the additional shelving purchase. Motion carried.

Change Order Approvals

It is still recommended that the 6mm sign for \$23,739.30 gets purchased. The board also still agrees with the 6mm sign and the ideas for the library to turn off the sign for certain parts of the day and to use darker colors. A motion was made by Ramona Hacker and seconded by Christy Ragle for the approval of the change orders as presented, including the exterior electronic message board for Margisons.

Progress since the last board meeting includes the removal of the west stairs and ramp, with rebuilding underway. The upper framing and drywall are well underway upstairs. Some challenges that the project team is working through include trying to push the delivery and installation of furniture to July, although it was originally scheduled for August. Payment Application 14 was reviewed and approved for \$651,383.99 for 8.5% of the overall project.

A motion was made by David Gratner and seconded by Nancy Cook for adjournment. The meeting was adjourned at 5:08 p.m.

Respectfully submitted,
Caitlin Fedor