

MINUTES
Marjorie Johnson Board Room, 376 S. 15th Street, New Castle, IN 47362
June 19, 2017
4:00 p.m.

Roll: Linda Madison Nancy Renner
Nancy Paul Kevin Thornburg
Ramona Hacker

Others Present: Winnie Logan Lisa Stamm
Helen L. Hay Brenda Martinez
Kaye Lindsey Christy Tompkins
Travis Weik

MINUTES

A motion was made by Ramona Hacker and seconded by Nancy Renner for the approval of the minutes of the May 15, 2017 meeting. Motion carried.

FINANCIAL REPORTS

Forms were signed for approving the monthly payments for June Warrants (124720 – 124802). Brenda reviewed the financial report. The June tax settlement check has been received. Brenda reviewed the 2016 Operating revenue compared with that anticipated for 2017. The continued watchful eye on expenses and making the frugal budget cuts has made a big difference in the amount of temporary loans that have been necessary for cash flow operations. The estimated projections for the next six months operations are looking positive to make significant progress toward our goal of having 50% of the Operating budget in reserve. Winnie will begin the 2018 Budget process as soon as she gets the June 30 balances. The State should inform libraries of the annual growth quotient around July 15. The 2018 budget will be ready for approval in August, hold a public hearing in September and adopt the budget in October. A motion was made by Ramona Hacker and seconded by Nancy Paul for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Winnie gave the highlights of her monthly report. The appearance of her report is a little different due to acquiring stats from Evergreen. The new bookmobile was on display on June 3 along with the Summer Reading kickoff celebration. The library received a grant of 1,000 free solar eclipse glasses from the Gordon and Betty Moore Foundation managed by STAR Library Education Network. The library will hold a Solar Eclipse viewing party on August 21. Henry County Reads is scheduled for the month of October. This year's book is "Journey to the Center of the Earth" by Jules Verne. We have two Platinum level sponsors this year donating \$750 each: Henry Community Hospital Foundation and the local Edward Jones offices. Pfenninger Agency gave \$200 for Henry County Reads. Winnie also shared the total of 1,787 outbound transits after switching to Evergreen. Beginning July 1 we will be adding another day for transit deliveries and pick-ups. No action was necessary.

NEW BUSINESS:

A motion was made by Nancy Paul and seconded by Nancy Renner for the approval to open the library at 10:00 a.m. to give time for a staff recognition breakfast on the morning of September 29. Motion carried.

An updated copy of the Bad Debts and Uncollectible Accounts Policy was reviewed. These changes were necessary due to the requirements of Evergreen. A motion was made by Kevin Thornburg and seconded by Ramona Hacker for the approval of the updated Bad Debts and Uncollectible Accounts Policy. Motion carried.

Kaye Lindsey, Friends' President, reported on their recent Book Sale. They have new people coming and the Debit / Credit Square worked well during the sale. Donations continue to come in with many albums, CDs and DVDs. Beginning July 1, Christy Tompkins will take over the position of President of Friends of the Library.

Everyone present was invited to attend Helen Hay's retirement party from 3:00 to 5:00 on June 30.

A motion was made by Kevin Thornburg and seconded by Nancy Renner for adjournment. The meeting adjourned at 4:45 p.m.

Helen L. Hay