



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

Marjorie Johnson Board Room, 376 S. 15th Street, New Castle, IN 47362

June 18, 2018

4:00 p.m.

Roll: Linda Madison Nancy Renner Nancy Cook
Kevin Thornburg Linda Shore Tom Sproles

Others Present: Winnie Logan Brenda Martinez Maky Chefalo
Christy Tompkins Travis Weik Skip Watkins

AGENDA

A motion was made by Kevin Thornburg and seconded by Nancy Cook for the approval of the agenda of the June 18, 2018 meeting. Motion carried.

MINUTES

A motion was made by Nancy Renner and seconded by Kevin Thornburg for the approval of the minutes of the May 21, 2018 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #125591-125659, payroll checks #25322-25324 and #25325-25327; were reviewed and signed for approval. Brenda reviewed the financial and encumbered reports. A motion was made by Tom Sproles and seconded by Linda Shore for the approval of the financial reports. Motion carried.

The 2019 budget was discussed and will be brought before the board for approval on August 20. A public hearing to approve the budget will be held during the September 17 meeting and the adoption of the budget will be at the October 15 meeting.

DIRECTOR'S REPORT

Winnie reported that Trail Tales was dedicated on Saturday June 16 at 10 am in Memorial Park and that Lynn plans to change the book monthly or every other month. Circulation statistics for the month of May were reviewed. Winnie also reported that David Dyer, Public Services Manager, resigned effective June 8, Mary Hammons was hired as the Full Time Head of Adult Services, effective July 2, and Leann Wilson was promoted to Full Time Circulation Supervisor, effective June 11.

It was reported that Winnie was elected to the Evergreen Indiana Executive Committee and Eve Grant was elected to the Evergreen Indiana Cataloging Committee.

Travel was reported. There were no donations to report. A motion was made by Tom Sproles and seconded by Linda Shore for the approval of the Director's report. Motion carried.

OLD BUSINESS

The library received two additional bids for the Computer Lab Redesign Project. The board discussed asking the contractors to extend their bids while they were under review and would like to request a timeline for the project.

A motion was made by Linda Shore and seconded by Kevin Thornburg to have the library's architect review and compare the three bids and make recommendations based on his review, and for other options on how to get the electrical wires to the table without having to add floor boxes. Motion carried.

New Business

Winnie reviewed the Policy on Leasing Space in the Library. She reported that WorkOne will pay \$1,000 per month during the six month trial period that will begin on July 1. They will be stationed at the Reference Desk and have access to one of the study rooms for private meetings and as a safe place for their files. They will also have access to the computer training lab as needed for training and testing.

A motion was made by Tom Sproles for approval of the new policy and was seconded by Nancy Renner. Motion carried.

Friends of the Library Report

Christy Tompkins, Friends' President, reported that they raised \$385 in online sales in May. The next book sale is scheduled for June 30, 2018 from 12 pm to 4 pm. She reported that the Friends have gained two new volunteers. Dr. Rock and the Rollers will perform our next Noteworthy Performance on June 28, 2018 at 7 p.m. The Friends Back to School event will be put on July 30 from noon to 2 pm and every child will receive a free book.

Christy made a request for more large print books and audiobooks because those are selling quickly.

A motion was made by Linda Shore and seconded by Nancy Cook for adjournment. The meeting adjourned at 5:05 p.m.

Respectfully Submitted,
Maky Chefalo