



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

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

October 15, 2018

4:00 p.m.

The regular monthly Board meeting opened immediately at 4:00p.m.

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

Others Present: Winnie Logan Brenda Martinez
Travis Weik Alissa Orr

AGENDA

A motion was made by Kevin Thornburg and seconded by Nancy Renner for the approval of the agenda of the October 15, 2018 meeting. Motion carried.

MINUTES

A motion was made by Nancy Renner and seconded by Linda Shore for the approval of the minutes of the September 17, 2018 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #125861 - 125930, payroll Check #25353 – 25354 checks #25351 - 25352 were reviewed and signed for approval. Brenda explained all the revenues the library receives during the year. She reviewed the financial and encumbered reports. She reported that overall spending is a 59.4% and that most of the spending should be done in November to finish out the year. A motion was made by Ramona Hacker and seconded by Linda Shore for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Winnie gave her monthly Director's Report. The computer lab renovation is still in progress. Our local Office Source won the furniture bid and the furniture should be delivered in approximately four weeks. Friends of the Library have generously covered furniture costs for two smaller study rooms. Winnie reviewed the patron activities and statistical data for the month of September. Staff changes, travel and donations were reported. A motion was made by Kevin Thornburg and seconded by Ramona Hacker for the approval of the Director's report. Motion carried.

OLD BUSINESS

Linda Madison reminded Board Members that their Director Evaluations need to be turned in by the end of the month.

Winnie reviewed the advertised budgets, levies and tax rates for 2019. A motion was made by Kevin Thornburg and seconded by Linda Shore for the approval to adopt the 2019 Budget.

NEW BUSINESS

The Board discussed the lease arrangement with Work One. Overall, it has been a positive experience. The Board discussed renewing the lease for either six months or one year. A motion was made by Nancy Renner and seconded by Ramona Hacker to renew the Work One Lease for one year. (January 2019 through December 2019) Motion carried.

Winnie reviewed the Employee health insurance renewal information provided by Anthem. For the traditional PPO plan, the average increase is 11%; for the HSA the average increase is 19%. A motion was made by Kevin Thornburg and seconded by Ramona Hacker to renew the Employee Health Insurance plan with the library contributing 75% of the premiums. For Employees choosing the HSA option, the library will contribute \$250 quarterly for a total of \$1,000 to the employees' HSA account. Motion carried.

Christy Tompkins, Friends President, reported that they will be helping to cover the cost of the furniture in the new study rooms. They will also be donating some old year books to the Historical Society. Christy reported that next year will be the Friends of the Library's 20th Anniversary. The Friends will be providing two scholarships to library employees who are students. The next book sale is scheduled for October 20. The Friends of the Library will provide refreshments at the November 5th Hero's Tree Program. The Friends are looking for additional Corporate Members.

A motion was made by Linda Shore and seconded by Nancy Renner for adjournment. The meeting adjourned at 5:00 p.m.

Respectfully Submitted,
Alissa Orr