



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

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

June 18, 2019

4:07 p.m.

Roll: Linda Madison Ramona Hacker Linda Shore
Kevin Thornburg

Others Present: Winnie Logan Alissa Orr Brenda Martinez
Travis Weik

AGENDA

A motion was made by Kevin Thornburg and seconded by Linda Shore for the approval of the agenda for the June 18, 2019 meeting. Motion carried.

MINUTES

A motion was made by Linda Shore and seconded by Ramona Hacker for the approval of the minutes of the May 20, 2019 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #126455 – 126529, Payroll Checks #25387 – 25388, #25389 were reviewed and signed for approval. Brenda reviewed the financial and bank reports. She reported that the library received the June settlement and currently has a healthy operating balance. A motion was made by Kevin Thornburg and seconded by Ramona Hacker for the approval of the financial reports.

Winnie reported on the 2020 Budget Process. At the August 19th board meeting the proposed 2020 budget will be presented for approval. A public hearing will be held prior to the regular September 16th meeting and the adoption of the budget will be at the October 21st meeting.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that an auction for the Library and County surplus equipment is scheduled for August 17th at 10am. Danny Marcum and Anthony Young will be the auctioneers for the sale in the Library parking lot. The auction will take place rain or shine and will be moved indoors if bad weather occurs.

Winnie reported that updates to the auditorium are scheduled to begin the first week of September. Ryan's Flooring is scheduled to remove the carpeting September 5-6. Once carpet is removed Sound Lab

will install the tele-coil system beginning September 9th. The new carpet will then be installed on September 11.

Winnie reported that Daniel Schneeberger was hired as the new part time circulating materials technician effective May 31.

Winnie reported the travel for the month. Mary Hammons attended the Mid-Year 2020 Census Kick-Off on May 22 in Indianapolis. Winnie Logan attended the IPLA Board Meeting on May 22 in Indianapolis. Eve Grant attended the Evergreen IN Cataloging Committee Meeting on June 6 in Zionsville. Winnie Logan attended Evergreen IN Executive Committee Meeting on June 11 in Plainfield. A motion was made by Ramona Hacker and seconded by Kevin Thornburg for approval of the Director's report. Motion carried.

OLD BUSINESS

A juvenile fine free policy and amnesty day was once again discussed. Winnie received a report from the Evergreen Indiana administrators showing the amounts currently outstanding on juvenile cards for overdue, lost and damaged materials for the years 2017-2018. Board members discussed the possibility of having an amnesty week to coordinate with the annual Back to School Festival. Board members discussed the benefits as well as potential drawbacks to becoming fine free. A motion was made by Kevin Thornburg and seconded by Ramona Hacker to have an amnesty week during the week of the Back to School Festival and become fine free at that same time. A revised policy will be brought to the board at the July meeting to allow for amnesty days. Motion carried.

NEW BUSINESS

Winnie gave an update on the Libraries Long Range Planning Process. The current long range plan expires this year. A long range planning committee has been put together and surveys have been sent to active library users. The committee is also working on surveys for lapsed users. Winnie reported that she is working with United Way to hold community outreach sessions to determine what it is that patrons want and need from their library.

FRIENDS OF THE LIBRARY

Christy Tompkins, Friends' President, reported that sales were down at the last book sale. The next book sale will take place August 10 from 12-4. The next Noteworthy concert is June 20 featuring Hungry Town. There will be a food drive during the concert to help supply the Christian Love Center. Christy reported that online sales are up and that if you like the friends Facebook page you get a free \$1 book. The friends are currently looking for volunteers.

A motion was made by Kevin Thornburg and seconded by Ramona Hacker for adjournment. The meeting adjourned at 5:04 p.m.

Respectfully Submitted,
Alissa Orr