



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

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

March 18, 2019

4:05 p.m.

Roll: Linda Madison Linda Shore Ramona Hacker
Kevin Thornburg Nancy Cook Tom Sproles

Others Present: Winnie Logan Alissa Orr Brenda Martinez
Christy Thompkins Travis Weik

AGENDA

A motion was made by Tom Sproles and seconded by Ramona Hacker for the approval of the agenda for the March 18, 2019 meeting. Motion carried.

MINUTES

A motion was made by Ramona Hacker and seconded by Tom Sproles for the approval of the minutes of the February 18, 2019 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #126255 – 126317, Payroll Checks #25374 – 25375, 25376-25378 were reviewed and signed for approval. Brenda reviewed the financial and encumbered reports and reported a healthy operating balance. Brenda reported that a CD for \$204,448.17 was renewed for another year at First Merchants at a 2.73% interest rate. A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that in accordance to public purchasing law, she has requested quotes from three computer hardware vendors for the public computer equipment that will be purchased this year. A vendor will be selected at the April meeting.

Winnie reported that she has applied for a grant from the Henry County Community Foundation for the installation of a t-coil assistive listening device in the library auditorium. In order to be compliant with the ADA a listening device is required for this type of space. The estimated cost for this project is \$10,000-\$15,000.

National Library week is April 7-13. Winnie reported that in celebration NCHCPL will be participating in the Indiana Library Federation's Yard Sign Campaign. ILF is hoping to gain support and raise awareness for Indiana libraries by placing *We Love Our Library* yard signs in communities all across Indiana for at least a two week period, either April 1-14 or April 7-20. The Friends of the Library are selling the signs at the main circulation desk for their cost of \$10 each.

Winnie reported the February statistics on library activities and the value it brings to the community.

Winnie reported that a new staff member has been added to the library. Euil Clark was hired as a part time Circulation Assistant effective March 11. Euil took the position of Wimberly Wilson who resigned effective February 9th.

Winnie reported that she traveled to the Evergreen Executive Committee Meeting on February 12, 2019 in Plainfield. Mary Hammons, Winnie Logan and Krystal Stanich traveled to the CollectionHQ Spring Forum on February 26, 2019 in Indianapolis. Eve Grant traveled to the Evergreen Cataloging Committee Meeting on March 7, 2019 in Lebanon. A motion was made by Tom Sproles and seconded by Ramona Hacker for approval of the Director's report. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

The E-Rate Category 2 Project was bid by two companies, Presidio and Vital Computing's. Winnie recommends that the Board accept Vital Computing's bid for the project after getting several negative references for Presidio. A motion was made by Linda Shore and seconded by Ramona Hacker to approve the request to accept Vital Computing's bid for the E-Rate Category 2 Project. Motion carried.

FRIENDS OF THE LIBRARY

Christy Tompkins, Friends' President, reported that book sales are down online and in the library. The next book sale is scheduled for April 20th. The friends could use book donations to replenish their stock.

Christy reported that the Friends annual meeting is scheduled for April 8th at 6pm and all members are invited. The friends are in need of new members.

Christy reported that the Friends will attend the Children's Fair on April 13th and will be giving away several items. The next Noteworthy concert is March 28th with Ennis Clare.

A motion was made by Ramona Hacker and seconded by Nancy Cook for adjournment. The meeting adjourned at 4:44 p.m.

Respectfully Submitted,
Alissa Orr