



# NEW CASTLE • HENRY COUNTY

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## PUBLIC LIBRARY

### MINUTES

Marjorie Johnson Board Room, 376 S. 15<sup>th</sup> Street, New Castle, IN 47362

May 20, 2019

4:02 p.m.

**Roll:** Linda Madison Linda Brock 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 May 20, 2019 meeting. Motion carried.

### MINUTES

A motion was made by Kevin Thornburg and seconded by Linda Brock for the approval of the minutes of the April 15, 2019 meeting. Motion carried.

### FINANCIAL REPORTS

Register of Claims: Warrants #126389 – 126454, Payroll Checks #25383 – 25384, #25385, #25386 were reviewed and signed for approval. Brenda reviewed the financial and bank reports. She reported that we have a healthy operating balance. Brenda passed out a “What is Trust Indiana?” document to board members. A motion was made by Linda Shore and seconded by Linda Brock for the approval of the financial reports.

### DIRECTOR’S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that summer reading starts June 1 and runs through July 27. A Universe of Stories will be this year’s theme and will feature spaced themed events and activities for all ages. The children’s program will be incorporating writing with this year’s summer reading program. Weekly Junior Writer’s workshops will take place and children will earn credit toward grand prizes for writing. Winnie reported that the main reason for hosting a summer reading program is to encourage our patrons to make reading a lifelong habit and to help students keep and increase their reading skills during their summer break from school.

Winnie reported that after hosting a community-wide reading program for the past 10 years, we’ve decided that it is time to make a change. Winnie expressed that the community has shown interest in

receiving the free Henry County Reads book, however participation and interest in the related programming has decreased significantly. Winnie reported that the library does not want to give up completely on Henry County Reads, but plans to take this year off and revamp the program for 2020. A committee has been formed and will begin working on plans to offer a program next year that will feature a book that is relevant to our community with related programming that will appeal to wide audiences.

Winnie reported that two staff members have been added to the library. Destini Morell was hired as the new part time children's assistant effective April 22. Helene Donoghue was hired as a part time public services assistant effective April 29. Winnie reported that Deborah Blower will be resigning as the part time circulating materials Technician effective June 1.

Winnie reported the travel for the month. Kate McMillan attended the Florida Literacy Conference May 1-3 in Daytona, FL. A motion was made by Kevin Thornburg and seconded by Linda Shore for approval of the Director's report. Motion carried.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Winnie reported that an auction of the libraries surplus furniture and equipment will take place on August 17 with a rain day of August 24. The library will be partnering with the county for the auction that will take place in the library parking lot. The board reviewed a list of items for board approval of disposal. A motion was made by Kevin Thornburg and seconded by Linda Shore for approval to accept the resolution to declare certain property surplus. Motion carried.

Winnie reported that she requested four bids for new carpet in the auditorium. Henry County Flooring declined to bid. Smith's Carpet and Furniture, Ryan's Flooring and Saunders Flooring all provided bids. A motion was made by Kevin Thornburg and seconded by Linda Shore for approval to accept the bid from Ryan's Flooring and to use the construction fund for the purchase. Motion carried.

The board discussed the possibility of the library going fine free for juvenile library cards. Winnie reported that currently juvenile library cards have over \$54,000 in fines/lost material. Currently a card with \$10 or more in fines/lost material is locked and books can no longer be checked out. Winnie would be in favor of wiping previous overdue fines completely on juvenile cards or no fines after a certain date. Juvenile cards would still be locked for materials not returned but would be unlocked once materials are returned. The board also discussed the possibility of an amnesty day to help with the return of lost materials. No decision was made and further discussions will happen at the June meeting.

### **FRIENDS OF THE LIBRARY**

Christy Tompkins, Friends' President, was absent from the board meeting. Winnie reported that the next book sale will take place June 15 from 12-4. The next Noteworthy concert is scheduled for June 20 featuring Hungry Town. The friends are currently looking for volunteers.

A motion was made by Kevin Thornburg and seconded by Linda Shore for adjournment. The meeting adjourned at 5:30 p.m.

Respectfully Submitted,  
Alissa Orr