



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

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

October 21, 2019

4:01 p.m.

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

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

AGENDA

A motion was made by Nancy Cook and seconded by Ramona Hacker for the approval of the agenda for the October 21, 2019 meeting. Motion carried.

MINUTES

A motion was made by Linda Brock and seconded by Linda Shore for the approval of the minutes of the September 16, 2019 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #126738 – 126818, Payroll Checks #25396 – 25398, were reviewed and signed for approval. Brenda reviewed the financial and bank reports. She reported that the library currently has a healthy operating balance and that library spending is on target. A motion was made by Ramona Hacker and seconded by Tom Sproles for the approval of the financial report. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that the library received our health insurance renewal. After reviewing with Josh Estelle from the insurance agency, a decision was made to look at other options. Although the renewal of our current plan was not a huge increase, Josh felt fairly certain that we would be able to reduce our costs by going through the application process. All eligible employees recently completed applications which have been sent to several companies with the hopes of receiving a better rate. Winnie expects to have the new proposal available for approval at the November meeting.

Winnie reported that the part time children's services assistant resigned effective October 7. The board discussed options on changes that could be made to increase employee retention and recruitment.

Winnie reported the travel for the month. Krystal Stanich attended the YA Roundtable in Brookville, IN. Lynn Thomas attended the LJ Achieving Together Conference in Indianapolis, IN. Winnie Logan attended the IPLA Advisory Board Meeting in Indianapolis, IN. Winnie Logan attended the ILF Legislative Fall Forum in Anderson, IN. Winnie Logan attended the Evergreen Indiana Executive Committee Meeting in Plainfield, IN. Krystal Stanich and Lynn Thomas attended Title Talk: Winter-Spring 2020 Book Previews in Dayton, OH.

A motion was made by Tom Sproles and seconded by Ramona Hacker for the approval of the director's report. Motion carried.

OLD BUSINESS

Winnie reviewed the advertised budgets, levies and tax rates for 2020. A motion was made by Kevin Thornburg and seconded by Tom Sproles for the approval to adopt the 2020 Budget. Motion carried. Board members signed the budget resolution. Winnie will submit the adopted budget and upload the signed resolution through the online Indiana Gateway for government units.

NEW BUSINESS

Winnie presented the updated Smoke Free Policy which prohibits vaping for review. A motion was made by Linda Brock and seconded by Linda Shore to accept the updated Smoke Free Policy. Motion carried.

Winnie presented the Fines and Fees Schedule for review. A motion was made by Kevin Thornburg and seconded by Ramona Hacker to accept the updated Fines and Fees Schedule. Motion carried.

FRIENDS OF THE LIBRARY

Christy Tompkins, Friends' President, reported that the last book sale was October 19 and brought in \$600. The next book sale is scheduled for December 14. The Friends are also considering doing a teacher only book sale. Christy stated that online book sales had a great month with \$925 in sales. Christy reported that the Friends will be making several book donations in the next month including the jail, homebound, Little Blessing and True Harbor. Christy reported that the Friends will be providing refreshments for the Our Heroes' Tree Celebration. The Friends are still in need of members and volunteers.

A motion was made by Tom Sproles and seconded by Ramona Hacker for adjournment. The meeting adjourned at 4:43 p.m.

Respectfully Submitted,
Alissa Orr