



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium of the New Castle Library
November 16, 2020
4:00 p.m.

Present:	Linda Madison Terry Matney	Linda Brock Nancy Cook (virtual)	Linda Shore
Absent:	Tom Sproles	Ramona Hacker	
Others Present:	Winnie Logan Joyce Winchester	Brenda Martinez	Alissa Orr

AGENDA

A motion was made by Linda Shore and seconded by Terry Matney for the approval of the agenda for the November 16, 2020 meeting. Motion carried.

MINUTES

A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the minutes of the October 19, 2020 meeting. Motion carried.

A motion was made by Nancy Cook and seconded by Terry Matney for the approval of the minutes of the October 19, 2020 executive meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #127598-127660 were reviewed for approval. Brenda reviewed the financial and bank reports. Brenda reported that the library's January 1, 2018 to December 31, 2019 audit should be finished shortly. A motion was made by Linda Shore and seconded by Linda Brock for the approval of the financial reports. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that as the coronavirus positivity rate continues to increase locally and statewide, the library has implemented changes to our meeting room usage. Winnie reported that the library is now using The State Department of Health

county metrics map (coronavirus.in.gov) to determine the availability of meeting rooms for outside groups. If Henry County is at either orange or red levels for community spread of coronavirus, the library meeting rooms will be unavailable for use by community groups. Study rooms will be limited to individual use as well. The weekly county status scores and maps are updated once a week on Wednesdays at 12p.m. Winnie reported that she is also considering and will most likely be taking the bookmobile off the road. The small space of the bus makes it difficult for patrons and staff to stay socially distanced.

Winnie reported that the library will be sponsoring a program called “The Library of Trees” December 3 – January 4 in lieu of the annual Christmas Open House. Businesses and organizations will be decorating trees in the library based on a book of their choice. Patrons are invited to view the trees and vote for their favorite tree by placing canned food items in the box under that tree. The tree with the most food items will be the “Library of Trees” champion. The food will then be donated to a local food bank.

Winnie reported the staff changes for the month. Austyn Bolander transferred to the full time Technical Services Assistant effective October 26. Evan Jewell transferred to the full time Public Services Assistant effective October 26. Sydney Turney, part time Children’s Services Assistant resigned effective October 29. Leslie Harsh was hired as a part time Public Services Assistant effective November 9.

Winnie reported the virtual travel/training for library staff. Winnie Logan attended the ILF Legislative Fall Forum on October 6. Marcia Eichel attended the Assoc. of Bookmobile and Outreach Services Virtual Conference October 12-16. Eve Grant attended the Evergreen 3.4 New Features Webinar on October 29. Mary Hammons attended the IMDPLA Fest on October 30.

Winnie reported that the library received \$50 from Denise and Raymond Karpy and \$125 from David and Patricia Wheelock in memory of Valerie Van Matre. The library also received a \$50 genealogy donation from James and Margaret Sopp.

A motion was made by Linda Shore and seconded by Terry Matney for the approval of the director’s report. Motion carried.

OLD BUSINESS

Winnie reported that there is currently no news on the status of the north parking lot.

NEW BUSINESS

Winnie presented the 2021 Holiday Closing Schedule. A motion was made by Linda Shore and seconded by Nancy Cook for the approval of 2021 Holiday Closing Schedule. Motion carried.

Winnie presented the 2021 Board Meeting Schedule. A motion was made by Terry Matney and seconded by Linda Brock to approve the 2021 Board Meeting Schedule. Motion carried.

FRIENDS OF THE LIBRARY

Joyce Winchester, Friends’ President, reported that the Friends will be having a book sale December 12 from noon to 4pm. Joyce reported that the next Noteworthy concert will be November 19 with Kraig

Kenning. The concert will take place in the library auditorium with limited seating. Joyce reported that the Madrigals will be performing at the December Noteworthy concert. Joyce reported that the Friends will be decorating a tree for the "Library of Trees" with "'Twas the Night Before Christmas" as their book choice.

A motion was made by Terry Matney and seconded by Linda Brock for adjournment. The regular meeting adjourned at 4:52pm.

Respectfully Submitted,
Alissa Orr