



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

Auditorium of the New Castle Library

August 17, 2020

4:00 p.m.

Present: Linda Madison Linda Brock Linda Shore
Terry Matney Nancy Cook (virtual) Ramona Hacker

Absent: Tom Sproles

Others Present: Winnie Logan Brenda Martinez Alissa Orr
Joyce Winchester

AGENDA

A motion was made by Linda Shore and seconded by Linda Brock for the approval of the agenda for the August 17, 2020 meeting. Motion carried.

MINUTES

A motion was made by Terry Matney and seconded by Linda Shore for the approval of the minutes of the July 20, 2020 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrants #127395-127459 were reviewed for approval. Brenda reviewed the financial and bank reports. Brenda reported that the library has a healthy operating balance and is on track to end the year with an estimated balance of \$970,000. 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 Indiana is still currently in stage 4.5 of the reopening plan and that most patrons are adhering to the Governor's mask mandate while in the library. When a patron does enter the library without a mask library staff have masks and face shields that they can offer them. Winnie reported that while most of our library events continue to be virtual we have had a few outdoor events that have been very well received.

OLD BUSINESS

Winnie reported that the parking lot environmental study came back and there are no environmental issues with the parking lot on the North side of the building. A motion was made by Linda Shore and seconded by Linda Brock for the approval of accepting the environmental study and moving forward with acquiring the North parking lot from the city. Motion carried.

NEW BUSINESS

Winnie presented the 2021 library budget for approval. The 2021 budget has an increase of 4.2% from the previous year. The board discussed possible projects that need to be done in 2021. Winnie reported that replacing the library servers will be the biggest project of 2021 with an anticipated cost of approximately \$50,000. A motion was made by Terry Matney and seconded by Linda Shore for the approval of the 2021 library budget. Motion carried.

The board discussed the public hearing and adoption dates of the 2021 library budget.. A motion was made by Linda Shore and seconded by Linda Brock for the approval of September 21st at 4pm for the public hearing of the 2021 library budget and October 19 at 4pm for the adoption of the 2021 library budget. Motion carried.

Winnie reported that a new Indiana law requires the library to declare a fiscal body. Due to more than 51% of the library's tax base being in the county, the Henry County Council is the New Castle-Henry County Public Library's fiscal body. Should the library ever have 150% of its budget in savings then the library's fiscal body must complete a binding review. The library currently has 62.3% of its budget in savings and does not need a binding review. A motion was made by Terry Matney and seconded by Linda Brock for the approval of the Henry County Council as the library's fiscal body. Motion carried.

FRIENDS OF THE LIBRARY

Joyce Winchester, Friends' President reported that a Friends book sale took place on August 15 and made a profit of \$480. Joyce reported that the July Noteworthy concert went very well at the 1400 plaza. Several people attended and they were able to stay spaced out. There will be another Noteworthy concert on August 27 with Cathy Morris at the 1400 plaza. The next Friends book sale will be October 17.

A motion was made by Linda Shore and seconded by Linda Brock for adjournment. The regular meeting adjourned at 4:45pm.

Respectfully Submitted,
Alissa Orr