



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES
Auditorium of the New Castle Library
December 14, 2020
4:01 p.m.

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

AGENDA

A motion was made by Linda Brock and seconded by Linda Shore for the approval of the agenda for the December 14, 2020 meeting. Motion carried.

MINUTES

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

FINANCIAL REPORTS

Register of Claims: Warrants #127661-127717 Payroll Check # 25411 were reviewed for approval. Brenda reviewed the financial and bank reports. Brenda reported that the library has received its December settlement which was higher than expected. Brenda reported that the library is on track to end the year with a healthy balance. As of November 30 the library's overall operating budget was at 74% spent. Brenda reviewed the transfer list with board members. A motion was made by Terry Matney and seconded by Linda Shore for the approval of the financial reports and transfer list. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that on November 30, the library received the 1782 budget Notice which is the preliminary budget order issued by the Department of Local Government Finance. The library budget was approved as submitted with one change. Winnie reported that the rate was reduced due to increased assessed valuation.

Winnie reported that Tom Sproles has resigned his position on the library board effective November 18 due to scheduling conflicts. Winnie reported that Tom was appointed by the County Commissioners and she has been in contact with Ed Tarantino regarding the vacancy. Winnie expects that the commissioners will appoint a new board member at their next meeting. The new board member will complete Tom's current term which expires December 31, 2021. Winnie reported that current board president, Linda Madison, will be leaving the board once her term expires December 31, 2020. Linda is appointed by the County Council. Winnie expects the County Council to appoint a new board member at their next meeting.

Winnie reported that she is currently receiving bids for an upgrade and replacement of the library security camera system. Winnie plans to bring the quotes to the January meeting for Board approval.

Winnie reported the staff changes for the month. Dorothy Shopp was hired as a part time Children's Services Assistant effective November 30.

Winnie reported on recent virtual training for library staff. Winnie Logan, Austyn Bolander, Marcia Eichel, Eve Grant, Mary Hammons, Lynn Thomas, Krystal Stanich, Janet Twigg, Kathie Ward and Leann Wilson attended the ILF Virtual Annual conference November 17-18. Winnie Logan attended the Implicit Bias Training on December 1. Winnie Logan attended the Evergreen Indiana Executive Committee Meeting on December 8.

Winnie reported that there were no donations made for the month of November.

A motion was made by Linda Shore and seconded by Linda Brock for the approval of the director's report. Motion carried.

OLD BUSINESS

Winnie reported that the city is willing to move forward with the library's purchase of the North parking lot. The library attorney is currently working with the city attorney on an agreement.

NEW BUSINESS

Winnie presented the 2021 salary resolution. A motion was made by Linda Brock and seconded by Terry Matney for the approval of 2021 salary resolution. Motion carried.

FRIENDS OF THE LIBRARY

Joyce Winchester, Friends' President, reported that the Friends had a book sale December 12 with a profit of \$290. Joyce reported that the Friends donation boxes have been a success but they are continuing appointments for patrons with large donations.

A motion was made by Linda Shore and seconded by Linda Brock for adjournment. The regular meeting adjourned at 4:54pm.

Respectfully Submitted,
Alissa Orr