



NEW CASTLE • HENRY COUNTY

PUBLIC LIBRARY

MINUTES

NCHCPL, 376 S. 15th Street, New Castle, IN 47362

August 16, 2021

4:02 p.m.

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

AGENDA

A motion was made by Nancy Cook and seconded by Linda Shore for the approval of the agenda for the August 16, 2021 meeting. Motion carried.

PUBLIC PARTICIPATION

None

MINUTES

A motion was made by Linda Shore and seconded by Nancy Cook for the approval of the minutes of the July 19, 2021 meeting. Motion carried.

FINANCIAL REPORTS

Register of Claims: Warrant #'s 128158 – 128213 and voided check 128208 were reviewed and signed for approval. Brenda reviewed the monthly financials. Brenda reported that the library has a healthy operating balance of 46.2% spent for the year. Brenda reported that the library received \$650 in donations for the bookmobile in memory of Eva Coleen Turpin. Donations in the amount of \$22.16 were also collected from the library's donation box. A motion was made by Linda Shore and seconded by David Granter for the approval of the financial report. Motion carried.

DIRECTOR'S REPORT

Director, Winnie Logan, reviewed her monthly report. Winnie reported that the Summer Reading program wrapped up with a very successful Renaissance Festival. 522 patrons participated in the program with a 25.8% completion rate. Winnie reported that the strategic plan goal was 50%. Staff members will be meeting to work on a plan to increase the completion rate for next year.

Winnie reported that the Indiana State Library recently announced a grant opportunity made possible through the American Rescue Plan Act to support libraries and library services in Indiana. Winnie applied for the maximum grant amount of \$100,000 to complete an RFID conversion project for library circulation functions. The project includes new self-checkout kiosks, security gates and material returns equipment. Applicants should be notified of the status of their grant application by the end of September.

FRIENDS OF THE LIBRARY

Joyce Winchester, Friends' President, reported that the Friends had a very productive month in sales. The Friends sold approximately 45 books and completely sold out of fairy headbands at the library's Renaissance Festival. The August noteworthy Concert brought in \$100 worth of donations and the August book sale brought in \$500. Joyce reported that the Friends gave away 268 books at the Back to School Festival.

OLD BUSINESS

None

NEW BUSINESS

Winnie presented the 2022 library budget with a 4.3% increase to the board for review. A motion was made by Nancy Cook and seconded by Linda Shore for the approval of the 2022 library budget with a public hearing date of September 20, 2021 at 4pm. Motion carried.

Winnie presented the Unacceptable Behavior Policy for review. The board recommended adding the word illegal to the section regarding drugs on library property. A motion was made by Adam Warwas and seconded by Linda Shore for approval of the Unacceptable Behavior Policy with revisions. Motion carried.

A motion was made by Linda Shore and seconded by Nancy Cook for adjournment. The meeting adjourned at 5:23 p.m.

Respectfully Submitted,
Alissa Orr