



# NEW CASTLE • HENRY COUNTY

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## PUBLIC LIBRARY

**MINUTES**  
**Auditorium**  
**March 21, 2022**  
**4:00 p.m.**

**Present:** Adam Warwas Linda Shore Terry Matney  
Nancy Cook Linda Brock David Gratner

**Absent:** Ramona Hacker

**Others Present:** Winnie Logan Brenda Martinez Alissa Orr  
Joyce Winchester Kevin McCurdy Marcia Eichel  
Maura Hoff

### **AGENDA**

A motion was made by Nancy Cook and seconded by Linda Brock for the approval of the agenda for the March 21, 2022 meeting. Motion carried.

### **RESOLUTION FOR RECOGNITION AND APPRECIATION**

Board President Terry Matney presented the Resolution of Recognition and Appreciation for Marcia Eichel to the Library Board for signatures. Terry and several board members praised and thanked Marcia for her forty-four years of library service.

### **MINUTES**

A motion was made by Linda Shore and seconded by Linda Brock for the approval of the minutes of the February 21, 2022 meeting. Motion carried.

### **FINANCIAL REPORT**

Register of Claims: February- Warrants # 128597-128660, VOIDED CHECKS 128610, 128652, and 128653 were reviewed and signed for approval. Brenda reviewed the monthly financial reports. Brenda reviewed the Encumbered Report and reported that 2022 expenditures are currently at 12.6% spent, below the estimated 16%. Brenda presented the Treasurers Bond to be signed by the board president

and three library board members. A motion was made by Adam Warwas and seconded by David Gratner for the approval of the financial report. Motion carried.

### **DIRECTOR'S REPORT**

Director, Winnie Logan reviewed her monthly report. Winnie reported that the library staff continues to work on the RFID tagging project with more than 58,325 items tagged to date. The children's collection is almost completed and the adult collection is moving along well.

Winnie reported that the library business center project was not selected to be recommended for one of the projects to receive the Food & Beverage grants. Winnie reported that she is scheduling meetings with various departments to discuss the proposed changes to library spaces. There will be several small group meetings and once staff feedback is received, we will schedule another meeting to go over the entire project.

Winnie reported that we are struggling to fill the Bookmobile Librarian position. There have been very few applicants and it is very unlikely that we will have a new person in place before Marcia's last day on March 31<sup>st</sup>. Winnie hopes to fill in with other staff in order to keep the bookmobile on the road but there may be times when we are not able to go out due to staffing issues.

### **FRIENDS OF THE LIBRARY REPORT**

Joyce Winchester, Friends' president, reported that the March book sale will be this Saturday from noon to 4pm. The Friends are currently pulling pre 2000 nonfiction books and those will be on sale for 10 for \$1. After the book sale what's left over of the pre 2000 books will be donated or recycled. Joyce reported that the Friends' received several DVD's and Blue Ray discs from library pulls and will hopefully be receiving TV series as well.

### **BUILDING PROJECT**

Kevin McCurdy gave an update of the building projects schedule. Kevin reported that the kickoff meeting for the interior and exterior renovation on March 14 produced some possible changes to the original design. The next step of the process is to meet with library staff over the next few weeks to discuss what does and does not work for the proposed design.

Winnie presented the Architect's Contract for library board review and acceptance. Winnie reported that Steve Murphy, the library's legal counsel, has reviewed and recommended acceptance with one change to section 8.2.4. If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be Litigation in a court of competent jurisdiction rather than the choice of Arbitration. A motion was made by Linda Shore and seconded by Linda Brock for approval of the Architect's Contract with the selection of Litigation in a court of competent jurisdiction rather than the choice of Arbitration. Motion carried.

Library Board President, Terry Matney, stated that the attorneys for New Castle-Henry County Library Building Corporation (the "Building Corporation") have approved and submitted to the Library a

proposed form of Second Amendment to Lease (the "Second Amendment"), which proposed form of Second Amendment was examined by all of the members of the Board. After discussion of the proposed form of Second Amendment, upon motion duly made by Nancy Cook and seconded by David Gratner, the resolution attached as Exhibit A was adopted.

The President next advised the Board that it needed to consider the financing of the renovation of and improvements to the New Castle-Henry County Public Library, including site improvements and the purchase of equipment and technology. After discussion, upon motion duly made by Adam Warwas and seconded by Linda Brock, the resolution attached as Exhibit B was adopted.

The President next advised the Board that it needed to consider and adopt the resolution which allows the Library to proceed under the general leasing statute applicable to governmental 4892-2749-5700.1 entities, Indiana Code 36-1-10, in lieu of proceeding under the public library leasing statute, Indiana Code 36-12-10. The advantage of proceeding under Indiana Code 36-1-10 affords the Library the ability to either negotiate or competitively bid the bonds. After discussion of the proposed resolution, upon motion duly made by Nancy Cook and seconded by Linda Brock, the resolution attached as Exhibit C was adopted.

The President next stated that the Building Corporation has previously been formed to assist the Library in the financing of library facilities. After discussion of the proposed Building Corporation, upon motion duly made by Nancy Cook and seconded by Linda Shore, the resolution attached as Exhibit D was adopted.

It was then explained that Ice Miller LLP, bond counsel had been consulted, relative to the procedure to be followed in connection with a proposed general obligation bond issue and the rendering of an opinion approving the legality of the bonds. The Board was then presented with a form of preliminary bond resolution approved by Ice Miller LLP, and recommended by them for adoption for the purpose of authorizing the issuance of bonds. After due consideration of the preliminary bond resolution, on motion duly made by Nancy Cook, seconded by Linda Shore and carried, the same was adopted and is attached hereto as Exhibit E.

The President further advised the Board that it needed to approve the form of Post-Issuance Compliance Procedures. After discussion of the proposed resolution, upon motion duly made by Nancy Cook and seconded by Adam Warwas, the resolution attached as Exhibit F was adopted.

Winnie reported that Jan Estelle, Dr. Robert Stevenson and Bill Aitchison have agreed to serve as members of the library's Building Corporation. A motion was made by Linda Shore and seconded by Linda Brock for approval of Jan Estelle, Dr. Robert Stevenson and Bill Aitchison as the library's Building Corporation members.

## **NEW BUSINESS**

Winnie presented an overview of the library's revenue from library fines and fees from 2009 to 2022. Winnie reported that more than 50% of libraries in Evergreen are fine free. Our library is currently fine free for children's material only. Winnie asked the board to begin thinking about whether they would like to move toward fine free for all materials.

Winnie reported that there are shelves in the library basement that are no longer needed. Winnie asked the board to consider declaring the shelves surplus property and then donating them to the local Veterans museum. A motion was made by Adam Warwas and seconded by Linda Shore for the approval of declaring the shelves surplus property and donating them to the Veterans Museum.

Winnie presented a lease agreement for the Henry County Community Foundation. The lease agreement allows the Henry County Community Foundation to continue to use library space for a fee of \$1,200 a month from January 1, 2022 to December 31, 2022. A motion was made by Linda Shore and seconded by Linda Brock to accept the lease as presented. Motion carried.

A motion was made by Adam Warwas for adjournment. The meeting adjourned at 5:40 p.m.

Respectfully Submitted,  
Alissa Orr