



Library Board Meeting
Wells County Public Library
200 W Washington St Bluffton, IN 46714
Large Meeting Room
Tuesday, October 13, 2020
Meeting Minutes
6:30pm

Present: Brown, Gentis, Johnson, Minniear, and Stauffer

1. Call to Order: President Dustin Brown called the meeting to order at 6:30 p.m.
2. Public Input: None
3. Consent Agenda: Minniear moved to accept the consent agenda; Stauffer seconded. Passed 5-0.
 - a. September 8, 2020 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. September 2020 Register of Claims
4. October 1-13, 2020 Register of Claims: Gentis moved to accept the Register of Claims in the amount of \$699,553.86; Johnson seconded. Passed 5-0.
5. Correspondence: Three thank-you notes were shared. First, Ted Ramseyer expressed his appreciation for the gift card and his enjoyment of serving the past four years. FCS sent their thanks for the donation to The Closet from the proceeds of the staff paying to wear jeans. The third note was a thank-you from Julie for the donation to the Alzheimer's Association in her father's memory.
6. Staff Report-Teen Advisory Board: Leah Baumgartner. The project shared by the teens was the creation of Snack Packs for the DCS. They shared the project and the ways they adapted to make them COVID-19 safe. The board expressed much appreciation to them for the project and their excellent presentation.
7. Committee Reports
 - a. Building
 - i. Work continues on the carpet in the children's room.
 - ii. The stars may not be installed in the Storytime Room until mid-November.
 - iii. The furniture sale yielded over \$4,000 for the Friends of the Library. Our programming is paid for from Friends of the Library as well as grants.
 - iv. Sarah will create a color guide for the requirements of the building when the county is blue, yellow, orange, or red (COVID-19).
 - b. Budget
 - i. The 2020 budgets and estimated tax rates will be presented for adoption at this meeting.
 - c. Policy and By-laws
 - i. After the Policy Committee has reviewed the staff suggestions, the policy updates will be presented to the board for a vote in November.
 - d. Public Awareness/Outreach: None
 - e. Nominating
 - i. Board Committees and Board Information have been updated and added to the board site and the agenda.
 - f. Director Evaluation: Not this month
8. Unfinished Business: None
9. Personnel Updates: None

10. New Business

a. Budget

- i. Minniear moved that we approve Resolution 20-9 for Appropriations and Tax Rates (Form 4). Stauffer seconded. Passed 5-0.

b. Donor Wall/Murals

- i. Stauffer moved that we accept the quote from Baldus in the amount of \$9,100 for the donor wall. Minniear seconded. Passed 5-0.
- ii. Nancy Wagner submitted her bill for painting the two murals in the amount of \$18,500. She presented a quote to paint the Children's Department bathroom in the amount of \$1,500. Minniear moved to accept the quote of \$1,500 for the bathroom mural. Gentis seconded. Passed 5-0.

11. Other Items for Consideration

a. Director Updates

- i. Sarah attended several meetings outside of the library. Some have been virtual. She also attended ILF Library Director Meetings through Zoom every Monday; questions about insurance are being addressed. The Department Head meeting reviewed Goal 1 from the Long Range Plan Goals Chart; discussed plans for COVID during the new stage 5, building, and changes to homebound.
- ii. Plans for the Children's Book Festival are postponed until 2021. Based on the stipulation of the grant that makes this festival possible, we will have two festivals back-to-back in 2021 and 2022.
- iii. A ribbon cutting is planned for Thursday, November 5, at 9:00 a.m. Tours and other fun activities will be held throughout the library until November 7.
- iv. We have been approved for \$1,400 in CARES Act reimbursement funds through the State Library for material purchased because of COVID-19 from May 2020-April 2021.

12. Roundtable:

- a. Currently, three library employees are taking advantage of the counseling services.

13. Next Meeting Announcements:

- a. Regular Meeting– Tuesday, November 10, 2020, 6:30 p.m. at Bluffton in Large Meeting Room

14. Adjournment: President Dustin Brown adjourned the meeting at 7:27 p.m.

Board President, Dustin Brown

Board Secretary, Deb Johnson