



Library Board Meeting
Wells County Public Library
200 W Washington St Bluffton, IN 46714
Large Meeting Room
Tuesday, November 8, 2022
Meeting Minutes
6:30pm

Present: Brown, Eicher, Gentis, Johnson, MacNeill, Stauffer

Absent: Tabor, Ulfig

1. Call to Order: President John Stauffer called the meeting to order at 6:31 PM.
2. Public Input: No questions or comments
3. Consent Agenda: Eicher moved to accept the consent agenda. Johnson seconded the motion, which passed 5-0. The following items were approved and adopted:
 - a. October 11, 2022 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. October 2022 Register of Claims
4. November 1-8, 2022 Register of Claims: Johnson moved to accept the register of claims, which totaled \$91,358.40. Gentis seconded the motion, which passed 5-0.
5. Correspondence: None.
6. Staff Report: The Material Services team conducted a tour of their area, explaining the following:
 - a. Flow of serial materials through the receiving, cataloging, and physical preparation processes
 - b. Repairs to materials completed in-house.
 - c. Procedures for requesting and fulfilling requests for inter-library loans on materials not in the WCPL collection.
 - d. The staff were very clear in their respective presentations and the overall impression was of a very competent group with robust procedures in place.
7. Committee Reports
 - a. Building
 - i. Outdoor update: Landscaping is complete, benches are in place and fastened, charging posts are still backordered with no expected delivery date.
 - b. Budget: The 2023 budget has been accepted by the State.
 - c. Policy, By-laws and Insurance: None.
 - d. Public Awareness/Outreach: None.
 - e. Nominating: None
 - f. Director Evaluation: None
8. Unfinished Business: None
9. Personnel Business: None
10. New Business
 - a. Policy Changes for 2023: The list of requested changes to WCPL policies was presented. The list is compiled through the efforts of Library Staff during Department Head meetings and by the Board during monthly reviews of specific policy. Gentis moved to accept the proposed changes. Brown seconded the motion, which passed 5-0.

- b. Health Insurance: Eicher moved to adopt Proposed Health Insurance Plan 1 and increase the monthly employee contribution by \$25 to \$125. Johnson seconded the motion, which passed 5-0.
11. Other Items for Consideration
- a. Director Updates:
 - Community Meetings/Activities attended outside the library:**
 - Bluffton NOW! Board Meeting
 - Chamber Board meeting
 - Chamber Strategic Planning Meetings
 - Rotary Meetings
 - Wells County Foundation Grants Committee
 - Wells County Foundation Board
 - Meeting Updates inside the library:**
 - Department Head meeting –Last purchase date, sections 10 and 11 of the Emergency Response manual, chapter 4 Whole Hearted Librarianship, PERF update, shelving organization.
 - Current Projects/Big Programs/News:**
 - Children’s Book Festival - Save the date for October 14, 2023. If you have kids/grandkids come out for a fun time. We are always looking for volunteers for this program, if you are interested.
 - Our latest Friends of the Library sale brought in a total \$1,667.60 from 2020 October sale. All proceeds of a FOL sale go to library programming and staff development.
 - We are very grateful for our Friends group!
12. Roundtable: None
13. Next Meeting Announcements:
- a. Regular Meeting– Tuesday, December 13, 2022, 6:30pm at Bluffton
14. Adjournment: Meeting was adjourned at 7:47 by President Stauffer

John Stauffer, President

Dustin Brown, Secretary