

Wells County Public Library
Library Board of Trustees Meeting

200 West Washington Street
Bluffton, Indiana 46714
Tuesday, May 8, 2018

Present: Acord, Gentis, Johnson, Ramsey, Tabor, MacNeill, Daily
Absent: Minniear, Brown

1. Call to Order: The meeting was called to order In the Ossian Branch Library at 6:30 p.m. by Vice President Tabor.
2. Public Input: None
3. Consent Agenda: Johnson moved to accept the consent agenda. Gentis seconded the motion, which passed. The following items were approved and adopted:
 - a. April 10, 2018 Regular Board meeting minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. April 2018 Register of Claims totaling \$96,551.11
4. May 1-8, 2018 Register of Claims: Johnson moved to accept the register of claims, which totaled \$197,842.34. Ramsey seconded the motion, which passed.
5. Correspondence: Thank you note from Candy for a Cause/ Kate's Kart.
6. Staff Reports: Susan Daily lead the staff on a tour of the Ossian Branch Library and gave a report on the building. MacNeill briefed the staff on the Summer Reading Program Plans.
7. Committee Reports:
 - a. Building: MacNeill summarized the building leak repair progress.
 - b. Library Reorganization: MacNeill explained the planning process and stated that the stakeholder group would probably meet four times.
 - c. Budget: The budget calendar is in the Librarian's report
 - d. Policy, By-laws and Insurance
 1. The Services and Small Purchase Policies were reviewed.
 2. Proposed Policy Changes are published on the board drive.
8. Unfinished Business: Cleaning Contract: Devonna Wilson notified MacNeill by email that she was no longer interested in providing cleaning services to the Ossian Branch. The cleaning services will now be provided by Jean Brinneman. Jean already cleans the main library and she will have four hours added to her work week to clean the Ossian Building.
9. New Business
 - a. New Hires: Acord made a motion to hire two Summer Interns. The State of Indiana will reimburse the library for one half of their salary. Melody Smith is recommended for the Children's Room and will work 34 hours a week at the rate of \$9.99/hour. Lauren Brinneman will also be working this summer. She will be working 34 hours a week at the rate of \$10.29/ hour. Johnson seconded the motion. Motion passed.

- b. Ossian Street Fair Hours: Acord made a motion to approve addition closure for the Ossian Branch this year only so that shelving can be moved. Ramsey seconded the motion. Motion passed.

- 10. Other Items for Consideration:
 - a. Johnson and Acord's third terms are finished in August. They stated that they will not continue for a fourth term.
 - b. May In-Service plans were presented by MacNeill.
 - c. Based on the Southern Wells Survey results plans for building a branch in Southern Well area are tabled.
- 11. Floor was opened for roundtable comments from the board members. No discussion
- 12. Next Meeting Announcement: Tuesday, June 12, 2018@ 6:30 PM at the Main Library.
- 13. Adjournment: The meeting was adjourned by Tabor at 7:37 PM.

Stephen Tabor, Vice President

Nancy Johnson, Acting Secretary