

Library Board Meeting

Wells County Public Library

Tuesday, October 9, 2018

Present: Smith, Gentis, Minniear, Ramsey, Johnson, Brown

Sarah Macneil, Library Director

Absent: Tabor

1. Call to Order: The meeting was called to order by Vice-President Gentis at 6:40 PM.
2. Public Input: There was no public input.
3. Consent Agenda: The consent agenda was accepted with a 6-0 vote following a motion by Ramsey, seconded by Johnson.
 - a. September 11, 2018 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. September 2018 Register of Claims
4. October 1-9, 2018 Register of Claims: The October 1-9 register of claims in the amount of \$139,602.96 was approved with a 6-0 vote following a motion by Ramsey, seconded by Brown.
5. Correspondence: Thank you notes from Chamber of Commerce, Community Care, Kate's Kart, and Youth Leadership Forum.
6. Staff Report-Tech Services: The board members visited the tech Services area for an explanation of how new books are received and prepared for shelving and circulation by Susan.
7. Committee Reports
 - a. Building
 - i. Storyhour Room: Tremco had the opportunity to perform a 1.5 hour water test on the roof repairs, and the roof passed. Because this area is the lowest part of the roof, it may be possible that the water is entering elsewhere. While preparing for the water test it was discovered that there was damage to the roof from ladders used to access the HVAC system. Quotes were requested for permanent ladders or portable ladder protection for the foam roof. Two new leaks in the metal roof were discovered which appear to be dependent on the direction of the weather. A quote was requested for refurbishing the roof to begin planning. The foam roof above the limestone façade was identified as a potential likely issue.
 - b. Budget: 2019 budget adoption to be addressed as New Business
 - c. Policy, By-laws and Insurance
 - i. Internal Control Policy and Procedures: There were no suggestions for updates.
 - d. Public Awareness/Outreach: There was no report from this committee
 - e. Nominating: There was no report from this committee
 - f. Director Evaluation: There was no report from this committee
8. Unfinished Business: There was no unfinished business to address.
9. New Business

- a. New Hire: Tami Hulvey was approved as a Clerk II in the Children’s Room starting September 18 for 24 hours a week at a rate of \$12.39 following a motion by Minniear, a second by Ramsey, and a 6-0 vote.
 - b. Adopt 2019 Budgets: The 2019 Budgets in the combined amount of \$3,238,482 were accepted by a 6-0 vote following a motion by Minniear and a second by Smith.
 - c. Resolution 18-05 for Appropriations and Tax Rates: The Appropriations and Tax Rates were adopted in the amounts of \$1,183, 740 and 0.0925 respectively by a 6-0 vote following a motion by Minniear and second by Johnson.
10. Other Items for Consideration
- a. Director Updates
 - i. Report on Legislative session at ILF and potential upcoming regulatory issues.
 - ii. The Library Conceptual Plan Refinement presentation has been tentatively scheduled for November 9, 2018.
11. Roundtable: There was no roundtable discussion.
12. Next Meeting Announcements:
- a. Regular Meeting—Thursday, November 15 2018 @ 6:30pm.
13. Adjournment: The meeting was adjourned by Vice-President Gentis at 7:30 PM.

Kim Gentis, Vice-President

Dustin Brown, Secretary