



Wells County Public Library
Library Board of Trustees Meeting

200 West Washington Street
Bluffton, Indiana 46714
Meeting Minutes
Tuesday, March 8, 2022

Present: Brown, MacNeill, Smith, Stauffer, Tabor

Absent: Eicher, Gentis, Johnson

1. Call to Order: Vice President John Stauffer called the meeting to order at 6:32 PM
2. Public Input: None
3. Consent Agenda: Tabor moved to accept the consent agenda. Johnson seconded the motion, which passed. The following items were approved and adopted:
 - a. February 8, 2022 Board Meeting Minutes
 - b. February 8, 2022 Board Finance Minutes
 - c. Librarian's Report
 - d. Treasurer's Report
 - e. February 2022 Register of Claims
4. March 1-8 Register of Claims: Johnson moved to accept the register of claims, which totaled \$144,280.53. Brown seconded the motion, which passed.
5. Correspondence: None
6. Staff Report – Teresa Dustman provided a presentation on the curbside pickup service offered by the library. It's a service that started out of the need to serve patrons during the pandemic. But even without the pandemic patrons at both Bluffton and the Ossian branch are still using
7. Committee Reports:
 - a. Building – Nothing
 - b. Budget - Nothing
 - c. Policy, By-Laws, and Insurance - Circulation, Collection Management, and Medical Emergency policies were reviewed, with some minor adjustments proposed for the Medical Emergency policy.
 - d. Public Awareness/Outreach - Nothing
 - e. Nominating - Nothing
 - f. Director Evaluation – Nothing
8. Unfinished Business: - Nothing
9. Personnel Updates: Tabor moved that Abigail Bertsch be hired as a shelver. Brown seconded the motion, which passed.
10. New Business:
 - a. Tabor moved that \$22,600 distribution from the Wells County Foundation be taken with \$15,000 to go to the Ossian sign, \$4,000 for 1000 books before kindergarten, and \$3,600 outdoor improvement at the main building. Johnson seconded the motion, which passed.

- b. The current long-range plan was reviewed as work on the new plan for 2023 through 2027 begins.

11. Director Updates:

Library Closed all day Friday, April 15 and Saturday, April 16

Closed all day, Friday, May 20 (In-service)

Closed all day Saturday May 28th and Monday, May 30th

Community Meetings/Activities attended outside the library:

Bluffton NOW! Board Meeting

Bluffton NOW! Executive Board Meeting

Chamber Board Meeting

Rotary Meetings

Wells County Foundation Board Meeting

Meeting Updates inside the library:

Department Head meeting – Discussed spring in-service, winter reading results, holiday collection, Long Range Plan style and Overdrive changes/how-to.

Current Projects/Big Programs/News:

-The Friends of the Library received \$1,560.85 from the last book sale

-The Winter Reading Program this year went really well. The stats are attached to the agenda.

-After-Hour Pick-up – the lockers have been ordered and we are now working on prepping the sights for install. We contacted Jackson's and they are more than happy to pour the cement pad for the lockers and bench at Ossian. Conor seemed to think there is a process to make the steps less expensive and keep the project close to the original cost with the cement pad included

-Long Range Plan – 2022 is the last year for our current Long-Range Plan. Starting in 2022, we will start to create our Long-Range Plan for 2023-2027. We are hoping to host a LRP planning session with staff during In-service on May 20th. Any board member is welcome to attend. I will communicate the time when we get the schedule locked down.

12. Round-Table - Tabor reported that the remote access to the audit opening meeting was much clearer than what the February board meeting had been.

13. Next Meeting – Tuesday April 12, 2022 @ 6:30 at Bluffton

14. Meeting was adjourned at 7:16 by Stauffer

John Stauffer, Vice President

Stephen Tabor, Secretary