

Library Board Meeting

Wells County Public Library

Tuesday, February 13, 2018

Present: Acord, Brown, Gentis, Johnson, Minniear
Sarah MacNeill, Library Director
Absent: Ramsey, Tabor

1. Call to Order: The meeting was called to order by President Johnson at 6:31 PM.
2. Public Input: None.
3. Consent Agenda: Acord moved to accept the consent agenda and was seconded by Gentis. Motion carried with a 5-0 vote.
 - a. Librarian's Report
 - b. Correspondence: None.
4. February 1-13, 2018 Register of Claims in the amount of \$181,262.42 were approved with a 5-0 vote following a motion by Minniear, seconded by Acord.
6. Correspondence: None.
7. Staff Report: Vi Trester was present and gave a report on the Winter Reading Program, noting that last year, there were 100 books donated to Kate's Cart.
8. Committee Reports
 - a. Building
 - i. Storyhour room
 - ii. Foyer: The foyer ceiling has been repaired with drywall planned for next week.
 - iii. Library Reorganization: There are many ideas for a major restructure of space use in the main library. Members took a tour of the huge storeroom on the second floor and discussed ideas for utilization. Mrs. MacNeill will get a quote from MKM on fees.
 - b. Policy, By-laws and Insurance were reviewed.
 - i. [Hours](#) and [Access to Information](#)
9. New Business
 - a. [2017 Review](#): Report on activities and circulation for 2017 was received.
 - b. [2017 Annual Report](#): Financial report for 2017 was received.
 - c. 2018 Non-Resident Fee: Following a motion by Acord, seconded by Minniear, the non-resident fee will increase to \$75. Vote in favor was 5-0.
 - d. [Landscape/Snow Removal contract](#): The annual landscape/snow contract for 2018 was granted to Outdoor Concepts for a total of \$6,498 for both branches. Minniear made the motion in favor, was seconded by Gentis, and motion passed 5-0.
 - e. Spring In-Service Date-May 18th
 - f. New Hire: Meredythe Smith, has resigned, and KaylaAnn Villanueva has been hired as her replacement, working 12 hours per week with a pay rate of

\$11.58/hour, beginning Feb. 7. Johnson made a motion for the hire, was seconded by Minniear, and motion carried 5-0.

10. Other Items for Consideration

- a. SAAS integration
- b. FOL Book Sale-February 20-24
- c. Adult Literacy Coalition
- d. Boys and Girls Club/Y/FCS collaboration

11. Roundtable: Mrs. MacNeill mentioned that the SAAS integration has been finalized. We also discussed her interaction with the Boys & Girls Club/YMCA/FCS Collaboration to provide childcare solutions for the many children who shelter at the library after school. These children often stay until closing without any food or supervision beyond library staff. The other groups are assisting in finding staffing and funding to create a better, nurturing atmosphere for these youth.

12. Next Meeting Announcements:

- a. Regular Meeting-- Tuesday, March 13, 2018, at 6:30 PM at the Bluffton branch.

13. Adjournment: Johnson adjourned the meeting at 7:37 PM.

Nancy Johnson, President

Robin Minniear, Secretary