

Library Board Meeting

Wells County Public Library

Tuesday, December 11, 2018

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

Sarah MacNeil, Library Director

Absent: Johnson,

1. Call to Order: The meeting was called to order by President Tabor at 6:35 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 Gentis.
 - a. November 20, 2018 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. November 2018 Register of Claims
4. December 1-11, 2018 Register of Claims: The December 1-11 register of claims in the amount of \$29,244.38 was approved with a 6-0 vote following a motion by Minniear, seconded by Ramsey.
5. Correspondence: MKM donated \$50 to Friends of the Library.
6. Staff Report-Cook, Talk, Taste Cookie Exchange: The board members visited the "Cook, Talk, Taste" organization annual cookie exchange. The program was explained and board members were encouraged to take a sample of the cookies.
7. Committee Reports
 - a. Building
 - i. Storyhour Room: No leaks reported, walls complete.
 - b. Budget: There was no budget discussion.
 - c. Policy, By-laws and Insurance
 - i. Library Patron Policy: Clarified the library card availability for Markle residents. Discussed the length of time video surveillance footage is retained. Sarah is to follow up with Brian to find out.
 - d. Public Awareness/Outreach: Ramsey presented the cards he had made for the library staff – they look fantastic. Expense for the meat and cheese trays for library staff is to be tallied and split among the board at the January meeting.
 - 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. Health Insurance:
 - i. Plan Proposal
 - ii. Cost Breakdown: Spending \$680.76/person/month for insurance was approved with a 6-0 vote following a motion by Tabor, seconded by Ramsey.
 - b. Meeting Room Policy:

- i. Policy Change Option 1
 - ii. Policy Change Option 2
 - iii. Fee Schedule
 - iv. Staff Concerns
 - v. Meeting Room Stats – Changing the policy as outlined (halving rental duration and keeping rental fees that same) was approved with a 6-0 vote following a motion by Ramsey, seconded by Minniear.
 - c. Hot Spots: Investigation of providing Tmobile mobile internet hot spots on a one-year trial basis as check out items paid from the professional services budget was approved with a 6-0 vote following a motion by Minniear, seconded by Ramsey. Additional information is to include duration of check out and need for a checkout policy update.
- 10. Other Items for Consideration
 - a. Director Updates
- 11. Roundtable: There was no roundtable discussion.
- 12. Next Meeting Announcements:
 - a. Regular Meeting—Tuesday, January 8, 2018 @ 6:30pm.
 - b. Board of Finance Meeting will follow the regular board meeting
- 13. Adjournment: The meeting was adjourned by President Tabor at 7:47 PM.

Steve Tabor, President

Dustin Brown, Secretary