

# **LIBRARIAN REPORT**

**October 11, 2016**

## **Executive Session**

I did advertise for an executive session following our regular meeting. I want to be able to discuss our IT Manager position.

## **Committees**

I linked a tentative committee list to the agenda. Several people last year expressed an interest in keeping with committees for a period of time, so we kept the assignments as close to the same as possible. Some switches needed to be made due to the change in board members. We can discuss the list and make changes as needed at the meeting.

## **Building**

### **SPACE LEASE**

Beginning in November \$325 in rent will be added to RE's monthly invoice. I put a reminder on her last invoice.

### **ROOF REPAIRS**

We received our first billing from Dahm for the caulk/sealant work and from Mock for the scope and bid work. The metal work is underway presently. Much time and effort is going into this project. Hopefully, we will see the positive results of the labor.

### **LIGHTING PROJECT**

After a little prodding, I am meeting with the Vision Lighting people concerning their audit of our building on Monday. After comparing their estimates with those of Energy Harness, we should be able to discuss the possibility of an exterior lighting project for this fall.

## **Internet Use Policy**

The state requires that libraries have a public meeting on their Internet policy each year. Our policy is working well and the filter has not presented a problem.

## **Health Insurance**

Our health insurance renewal is December 1<sup>st</sup>. We have received our renewal from our present carrier United HealthCare. It appears to be a 2.5% increase and that is much

lower than I expected. I will be meeting with Consolidated Union, our present broker, soon to discuss all of our options. We are planning to try to enter into a 13 month contract this year in order to adjust our coverage year with our budget year. We have again budgeted for a \$600/mo/employee health insurance contribution for our 11 full-time staff. This should increase the staff's contribution by less than \$20/month. I will have all the options and figures for the November board meeting.

Many of the staff met with our Hoosier S.T.A.R.T. representative last week. Hopefully, we have encouraged our staff to start thinking now about their retirement. Our rep Matthew Bates has been very attentive and helpful.

### **2017 Budgets** – agenda item

At this meeting the board will adopt the 2017 budgets and the estimated tax rates. Now that everything is submitted online, you will only need to sign a *Resolution 16-05 for Appropriations and Tax Rates* (Form 4) that indicates the total of the library budgets, the total estimated tax levy, and the estimated tax rate. To adopt the budgets we will use Form 4-A. It is a summary listing of all 4 of the library's budgets. Both forms are linked to your agenda.

### **Miscellaneous News**

I recently attend the Indiana Library Federation Fall Legislative Forum and the Indiana Public Library Association conference in Indianapolis.