

**Wells County Public Library**  
**Library Board of Trustees Meeting**

200 West Washington Street  
Bluffton, Indiana 46714  
September 12, 2017

Present: Brown, Gentis, Johnson, Ramsey, Tabor, MacNeill

Absent: Minniear, Acord

Public: None

1. Call to Order: The meeting was called to order at 6:40 PM by President Tabor.
2. Public Input: None
3. Johnson made a motion to dispense with the Public Hearing on the 2018 budget. The budget will be readvertised to allow for a \$31,000 public levy increase. The Public Hearing will be rescheduled for September 26, 2017 at 6:30 PM in the Library Board Room. The budget will be adopted at the October 10, 2017 board meeting. Tabor seconded the motion. Motion passed.
4. Consent Agenda: Ramsey moved to accept the consent agenda. Gentis seconded the motion, which passed. The following items were approved and adopted:
  - a. August 8, 2017 Regular Board meeting minutes
  - b. Librarian's Report
  - c. Treasurer's Report
  - d. August 2017 Register of Claims totaling \$182,635.18
5. September 1-12, 2017 Register of Claims: Johnson moved to accept the register of claims, which totaled \$135,210.09. Gentis seconded the motion, which passed.
6. Correspondence: Letter of thanks regarding the Adult Summer Reading Program and Party, letters of thanks for the solar eclipse glasses from Bluffton High School, Bluffton-Harrison Elementary and Brick House Ministry.
7. Staff Reports: A written report on One Book One County from Terry Burns was included in the meeting materials.
8. Committee Reports:
  - a. Building: None
  - b. Budget: The budget will be advertised again to allow for a \$31,000 levy increase.
  - c. Policy, By-laws and Insurance
    - i. Building Insurance Renewal: Gentis made a motion to continue the building insurance with Cincinnati Insurance Company. Ramsey seconded the motion. Motion passed.
    - ii. The Services and Small Purchase Policies were reviewed. No changes were recommended.
9. Unfinished Business: None
10. New Business

- a. New Hires: Johnson made a motion to hire Kate Huffman as a library shelver at the rate of \$7.25 for 8 hours a week without benefits. Ramsey seconded the motion. Motion passed.
  - b. TBS Reservation Software: Tabor made a motion to purchase the TBS reservation software. Ramsey seconded the motion. Motion passed.
  - c. ELM Disc Cleaner: Ramsey made a motion to purchase the ELM Disc Cleaner. \$10,000 would be paid this year. The remaining balance of \$5,696 would be paid in January. Motion passed.
  - d. November meeting date: The regular meeting date conflicts with the ILF conference. It was a board consensus to reschedule the meeting to November 21, 2017 at 6:30 PM.
11. Other Items for Consideration:
    - a. Health insurance quotes for 2017 will be received in September and presented in October or November.
    - b. Staff News: Jason Habegger was selected to participate in the Wells County Leadership Academy first year. MacNeill will continue in the second year of the program..
  12. Floor was opened for roundtable comments from the board members. None
  13. Next Meeting Announcement: Public Meeting for 2017 Budget will be September 26, 2017 at 6:30 PM. The Next regular board meeting will be Tuesday, October 10, 2017 at 6:30 PM.
  14. Adjournment: The meeting was adjourned by Tabor at 7:32 PM.

An Executive Board Meeting was held after the meeting.

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Stephen Tabor, Vice President

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Nancy Johnson, Acting Secretary