

Library Board Meeting

Wells County Public Library

Tuesday, March 13, 2018

Present: Brown, Johnson, Minniear, Ramsey, Tabor

Sarah MacNeill, Library Director

Absent: Acord, Gentis

1. Call to Order: The meeting was called to order by President Steve Tabor at 6:30 PM.
2. Public Input: None.
3. Consent Agenda: Ramsey moved to approve the consent agenda and was seconded by Johnson. The motion passed with a 5-0 vote.
 - a. February 13, 2018 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. February 2018 Register of Claims
4. March 1-13, 2018 Register of Claims. The register of claims for \$149,054.15 was approved with a 5-0 vote following a motion by Minniear, seconded by Ramsey.
5. Correspondence: None.
6. Staff Report: Mrs. MacNeill led the members on a tour of the building and discussed possible building plans for the upcoming reorganization.
7. Committee Reports
 - a. Building
 - i. Storyhour room: The crack has been repaired but moisture continues to come in at the base of the wall, which is also the joint of the older portion of the building and the most recent addition.
 - ii. Library Reorganization: Approval was granted for MKM to present a proposal for library redesign and modification of space and functionality, with fees and contingencies not to exceed \$24,500. This was approved following a motion by Minniear, seconded by Brown, and a 5-0 vote.
 - iii. Southern Wells Survey: Currently, we have 143 responses to the survey about adding a branch in the southern part of our county. 93% are in favor. However, about half of the responses are students. It was decided that there is simply not enough information on support in the south part of the county to go forward with any firm plans at this time. Also, Southern Wells is in a Strategic Planning phase as well and we don't know how the library should be involved there. No action was recommended.
 - iv. Ossian Bathrooms: No action will be taken on replacing the bathrooms until next year when more LIRF or possibly bond funds may be available for the project.

- b. Budget
 - c. Policy, By-laws and Insurance
 - i. Circulation and Collection Policies
 - ii. Credit Card
 - d. Public Awareness/Outreach
 - e. Nominating
 - f. Director Evaluation
8. Unfinished Business
9. New Business
- a. Foundation Distribution: The library has been notified of a 4% payout for distributions in 2018 for endowed fund. Following a motion by Johnson, seconded by Brown, and a 5-0 vote, the distribution of \$12,800 will be returned for reinvestment for future years' needs.
 - b. Pest Control Contract: Bids were received and upon recommendation it was decided to go with Orkin. It was felt that the quality of service from APP wasn't the most desirable. Johnson made the motion, was seconded by Minniear, and the motion carried with a 5-0 vote.
 - i. Ecolab: \$445 1st month, \$222.50/mo thereafter
 - ii. Orkin: \$369 1st month, \$135/mo thereafter
 - iii. American Pest Professionals: \$86/mo
10. Other Items for Consideration
11. Roundtable: Mrs. MacNeill informed the board that the library will be a summer meal site for needy children and also a distribution site for Community Harvest backpacks during the summer. Also, the Literacy Alliance will be starting adult literacy classes with no rental fee to be charged.
12. Next Meeting Announcements:
- a. Regular Meeting-- Tuesday, April 10, 2018 @ 6:30pm
13. Adjournment: Tabor adjourned the meeting at 7:58 PM.

Steve Tabor, President

Robin Minniear, Secretary