



Library Board Meeting
Wells County Public Library
200 W. October 8, 2019
Meeting Minutes
6:30 pm

1. Call to Order:
 - a. Meeting was called to order at 6:30.
 - b. Present: Brown, Gentis, Smith, Minniear
2. Public Input (no public input)
3. Consent Agenda: Motion to approve made by Minniear and seconded by Brown. Consent Agenda approved 4-0.
 - a. September 10, 2019 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. September 2019 Register of Claims
4. October 1-8, 2019 Register of Claims
 - a. Motion to approve October 1-8 register of claims in the amount of \$158103.26 by Minniear, seconded by Brown.
 - b. October 1-8, 2019 register of claims approved 4-0
5. Correspondence (no new correspondence)
6. Staff Report-Adult Services
 - a. Jason from Adult Services shared past and current outreach programs
 - b. Historic homes tour, courthouse tour, cemetery walks (with historical society)
 - c. Christian Care game night, story time, and book delivery
 - d. Future partnerships (100th anniversary of suffrage movement, Memorial Day letters home, possible partnership with Ouabache and expand nursing home program)
7. Unfinished Business (Crosswinds Counseling Company with offices in Fort Wayne and Bluffton)
 - a. Provides services beyond 9-5.
 - b. In home, in office, online, and text counseling offered
 - c. Recommends 5 sessions per employee
 - d. Confidential
 - e. If at the end of the 2 years, there is money left, it can be rolled over to the next contract or can be refunded to organization
 - f. Seminars can be opened up to the public as well
 - g. Sara said we have left over money in insurance each year, so cost can be managed.
 - h. Smith motioned to move forward with Crosswinds in the amount of \$2500; seconded by Minniear.
 - i. Motion passed 4-0.
8. Committee Reports

- a. Building
 - i. Building Update:
 - i. Public Meeting Wednesday the 16th at 2 pm.
 - ii. Discussed steps in project during phase 1
 - a Admin will be with tech services
 - b Adult services and teens will go in with circulation
 - c Storage shelves lining back hallway for additional storage
 - iii. Contractors can find information to bid on projects on WCPL website
 - iv. From the 10th on, anyone can look at the drawings in the Indiana Room
 - ii. Canam Proposal (Will be discussed further at virtual meeting coming soon)
 - b. Budget
 - i. Additional Appropriation (haven't heard back from legal rep yet)
 - ii. City council meeting will take place December 3 to approve
 - iii. Bid opening November 7th and not the 8th.
 - c. Policy, By-laws and Insurance
 - d. Public Awareness/Outreach
 - e. Nominating
 - f. Director Evaluation
9. New Business
 - a. New Hire: Brianna Todd as new shelver (October 7th) part time, no benefits, at \$7.25 an hour. Motion to approve by Brown and seconded by Minniear. Approved 4-0.
 - b. Adopt 2020 Budgets Form 4-A: Minniear made a motion to approve the budget as presented; seconded by Brown. Approved 4-0.
 - c. Resolution 19-11 Appropriation Reduction Resolution / Ordinance: Brown made a motion to adopt the resolution as presented. Minniear second. Approved 4-0.
10. Other Items for Consideration
 - a. Director Updates
 - i. Department head meeting: Discussed ILF Conference, Last Purchase Date, Crimson House setting up traveling coffee cart in library foyer during winter months . . . the board is okay with that. Discussed using collection agency for large amounts outstanding or missing materials. Sarah is going to check with other libraries to see what they do. Discussed building re-arrangement, Word Wise, etc.
 - ii. Local author fair October 17 from 6-8
11. Roundtable
12. Next Meeting Announcements:
 - a. Regular Meeting– Thursday, November 12, 2019 @ 6:30pm.
13. Adjournment (Meeting adjourned at 8:02)

Kim Gentis, President

Angie Smith, Secretary