



Library Board Meeting
Wells County Public Library
Main Library
200 W Washington St Bluffton, IN 46714
Parlor Meeting Room
Tuesday, January 14, 2020
Meeting Minutes
6:30pm

1. Call to Order: President Gentis called the meeting to order at 6:33. Present: Gentis, Smith, Tabor, Brown
2. Public Input: None
3. Consent Agenda: Tabor moved to accept the consent agenda. Brown seconded. Passed 4-0.
 - a. December 10, 2019 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. December 2019 Register of Claims
4. January 1-14, 2019 Register of Claims: Tabor moved to accept the register of claims in the amount of \$360,792.45. Brown seconded. Passed 4-0.
5. Correspondence: Outdoor Concepts gave the library a book as a thank you for their business. Youth Leadership Forum sent a thank you for use of our space.
6. Staff Report-Mock Caldecott-Susan: The Caldecott goes to the illustrator of the best American picture book. Groups around the country try to guess who is going to win. In 1994 WCPL hosted the first mock Caldecott. Workshop will be Friday, January 24. The workshop is catered. Lovers of children's books, librarians, teachers, and others attend. There are no nominees, no short list. Librarians must read blogs and book reviews and spend time examining books. They must check to see if the book is eligible. If it was published the year before and the author and illustrators are American, it is eligible. In 27 years, we picked the winner one time, but the purpose is to look at a lot of good books. It is important for librarians to critically examine artwork in books. The WCPL Mock Caldecott event is well known and usually has around 30 participants. We are close to that this year.
7. Committee Reports
 - a. Building: Renovation is in full swing. First hiccup . . .the removal of carpet is messier than expected and more involved. It has to be ground down. The process is messy and smelly. The children's department will need to move while its carpet is removed for this reason. Children's material will be upstairs. As of May 1, the children's area should be finished. Book drop has moved. First meeting is January 16th at 10 am. The January 15th meeting at 3:00 will be with only the architect and will discuss furniture, fixtures, equipment, and extras to add on within the budget. The project will hopefully be finished by September 1.
 - b. Budget: Finance meeting following regular meeting
 - c. Policy and By-laws: Finance meeting following regular meeting
 - d. Public Awareness/Outreach: None

- e. Nominating: Finance meeting following the regular meeting.
- f. Director Evaluation
- 8. Unfinished Business
 - a. Canem Building Envelope: Doing the inspection after the renovation. If an issue is caught that falls under a renovated area, CME will be under contract to fix the issue.
 - b. Number of Books
- 9. New Business
 - a. Cashflow: 2019 cashflow discussed . . . \$1,247,725.18 at over 50% of spending for the next year.
 - b. Encumbered Operating Funds Resolution 20-1: \$32,775.03 encumbered funds from 2019. Tabor moved to approved resolution. Brown seconded. Approved 4-0.
 - c. Transfer of Operating Appropriations Resolution 20-2: Moves money that was overappropriated within the same budget classification to areas in need so that there are no shortfalls. Tabor moved to accept the resolution. Brown seconded. Approved 4-0.
 - d. BakerTilly Agreement: Gave us a base charge. Additional meetings with county council and others increased the fee cost. The agreement needed to be adjusted to reflect the additions. There is money in the project to cover the additional cost without taking away from construction. Brown moved to approve the changes. Tabor seconded. Increase was approved 4-0.
 - e. Change Order Resolution 20-3: Allows library director to approve construction change orders under \$5,000 without immediate approval of board. Anything between \$5,000-\$10,00 will require the director, building chairperson, and board president to approve.
 - f. Landscaping Renewal Contract: \$285.00 per month or \$3,250.00 if paid by 2/4/2020 for Bluffton. \$305.00 per month or \$3,477.00 for Ossian if paid by 2/3/2020. Tabor moved to accept the contract. Brown seconded. Passed 4-0.
- 10. Other Items for Consideration
 - a. Director Updates: Department head meeting discussed the flow of the building. Meetings rooms can be used a study space if not needed for meetings. Cameras installed in the rooms for that reason.
 - b. Children's book festival plans are underway and hopefully will take place in the new building in October.
- 11. Roundtable
- 12. Next Meeting Announcements:
 - a. Regular Meeting– Tuesday, February 11, 2020, 6:30pm at Ossian
- 13. Adjournment: Meeting adjourned at 7:15.

Board of Finance meets immediately following.

President, Kim Gentis

Secretary, Angie Smith