



Library Board Meeting
Wells County Public Library
200 W Washington St Bluffton, IN 46714
Board Room
Tuesday, August 10, 2021
Meeting Minutes
6:30 p.m.

Present: Brown, Gentis, Johnson, Minniear, Stauffer, Tabor

1. Call to Order: President Dustin Brown called the meeting to order at 6:31 p.m.
2. Public Input: None
3. Consent Agenda: Tabor moved to accept the consent agenda; Stauffer seconded. Passed 6-0.
 - a. July 13, 2021 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. July 2021 Register of Claims
4. August 1-10, 2021 Register of Claims: Stauffer moved to accept the August 1-10, 2021, Register of Claims in the amount of \$139,515.12; Gentis seconded. Passed 6-0.
5. Correspondence: None
6. Staff Report-Emily-Try-it Kits: Six kits are currently available for patrons to try out a hobby or craft. To date, the available kits are Button Maker, Unsolved Case Files, Nature, Embroidery, Light Pad, and Leather Crafting. The kits include a book list and online resources. Since May, each kit has been checked out six or seven times. Funding is from donations.
7. Committee Reports
 - a. Building
 - i. Restroom/Stair Update: The urinal was installed in the Ossian branch restroom. Other than some touch-up painting, the bathroom is completed. We are waiting for specific quotes concerning the refurbishing of the outside railings.
 - ii. HVAC Update: Once the equipment comes in, they will begin the installation. It cannot be done during Street Fair week due to the necessary closing of a section of Washington Street. The probable start date is Friday, August 13, with completion probably by the end of the next week. Josh Gerber said he would provide a spreadsheet of all units, their dates of installation, and their life expectancies. This will benefit our budget planning. The HVAC unit for the parlor may need a new compressor.
 - b. Budget
 - i. Budget Calendar and MLGQ (AVGQ): Our MLGQ (Maximum Levy Growth Quotient) for the state is 4.3%, which reflects a .1% increase from last year. The MLGQ is the percentage we are allowed to increase our budget total and Maximum Levy. The budget must be fully funded no matter what the MLGQ is. Once the Local Income Tax information comes in, Sarah will have a proposed budget prepared for the Budget Committee (Tabor {Chair}, Brown, and Gentis). The dates that pertain mostly to us are:
 - August 2-Receive Net Assessed values
 - August 10-Board Meeting: approve Salary Resolution and Proposed 2022 Budget

August 17-Deadline for release of 2022 LIT estimates
September 14-Board Meeting: public hearing on Proposed Budget
October 1-Deadline for actual LIT estimates
October 12-Board Meeting: adopt 2022 Budget

- c. Policy and By-laws
 - i. Board Meeting Public Participation and Meeting Room Policies: Reviewed and clarifying punctuation suggestions made
 - d. Public Awareness/Outreach: Nothing
 - e. Nominating: Nothing
 - f. Director Evaluation: Nothing
8. Unfinished Business: None
9. Personnel Business: None
10. New Business
- a. Approve 2022 Salary Resolution 21-06: This resolution allows for a 4% cost of living as well as step increases for staff as specified in the salary schedules. Tabor moved to accept Salary Resolution 21-06; Minniear seconded. Passed 9-0.
 - b. Approve 2022 Rainy Day Budget: Gentis moved to approve the 2022 Form 1 which includes the Rainy Day, Operating, Bond & Interest, and LIRF budgets; Tabor seconded. Passed 6-0.
 - c. Approve 2022 Operating Budget: see b. above.
 - d. Approve 2022 Bond & Interest Budget: see b. above.
 - e. Approve 2022 LIRF Budget: see b. above.
 - f. Approve Notice to Taxpayers: Tabor moved to approve 2022 Form 3 Notice to Taxpayers; Minniear seconded. Passed 6-0.
 - g. Indiana Internet Consortium Commitment Resolution 21-07: Minniear moved to approve Resolution 21-07 State Library Consortium (for internet); Johnson seconded. Passed 6-0.
11. Other Items for Consideration
- a. Director Updates: Library will be closed September 4th-6th for Labor Day. It will also close at 5:00 p.m. on September 20th and remain closed through the 25th for the Bluffton Street Fair. Ossian will be closed only for three days. Sarah has had fewer meetings to attend outside the library. She wants to remain involved on the Bluffton NOW! Board, the Chamber Board, and the Wells County Foundation Board. The Department Heads do not usually meet in August due to the wrap-up of Summer Reading, but they are meeting in small groups to plan going fine-free and the fall in-service. The Children's Book Festival is scheduled for October 9. After school gets underway, Sarah will check with the Southern Wells' librarian to see if they are willing to have pick-up lockers on site. We have budgeted for the lockers. The Summer Reading Program stats show that we did better than 2020, but not as good as 2019. One Book One County title this year will be *The Indigo Girl* by Natasha Boyd.
- Grants/Donations for Summer Reading Program:**
- Kids Sponsors**
American Legion Auxiliary • Bluffton Lions • Bluffton Psi Iota Xi • Bluffton Rotary • Bluffton Youth Baseball • Elks • Fort Wayne TinCaps • Friends of the Library • Optimists • Ossian Lions • Ossian Psi Iota Xi • Sigma Phi Gamma • Sons of the American Legion • Taco Bell • Tri Kappa Sorority • Virginia Gene Neuenschwander Youth Fund • Wells County Foundation
- Teen Sponsors**
Wells County Foundation-Wabash Endowment • Friends of the Library

Adult Sponsors

A Harvest of Health • Adams Wells Internet-Telecom-TV • American Mortgage Service • Barkley Builders • Becky Goshorn-Mary Kay Cosmetics • Bluffton Dental Clinic • Bluffton Regional Medical Center • Bluffton Roofing Co. • Farmers & Merchants • First Bank of Berne • Four Star Services • Friends of the Library • General Manufacturing, Inc. • Grand Sweet Shop • Habegger's Ace Lumber • Les Gerber Insurance • Meyer Building, LLC • National Oil & Gas • Parlor City Trophy & Apparel • Raymond James Financial Services • Renovate Counseling Services LLC • Shaw Real Estate & Auction

12. Roundtable: Johnson invited board members to attend the August 19th community program at WCPL featuring the Suffragette Sisters in the celebration of the 101-year anniversary of women's suffrage. The program begins at 7:00 p.m.
13. Next Meeting Announcements:
 - a. Regular Meeting– Tuesday, September 14, 2021, 6:30pm at Bluffton
 - i. Public Hearing on 2022 Budgets
14. Adjournment: President Dustin Brown adjourned the meeting at 7:22 p.m.

Board President, Dustin Brown

Board Secretary, Deb Johnson

LIBRARY BOARD MEETING
Wells County Public Library
Main Library

ANNUAL MEETING
(Immediately following regular session)

Present: Brown, Gentis, Johnson, Minniear, Stauffer, Tabor

1. Nominating Committee Report for Officers for the 2021-2022 year:

President--Angie Smith
Vice President--John Stauffer
Secretary--Steve Tabor
Treasurer--Deb Johnson

2. Election of Board Officers:

Minniear moved to accept the slate of officers as presented by the Nominating Committee; Brown seconded. Passed 6-0.

3. Reading of the By-Laws: Minniear moved that we dispense with the reading of the By-Laws; Brown seconded. Passed 6-0.

4. Adjournment: President Dustin Brown adjourned the Annual Meeting at 7:27 p.m.

Board President, Dustin Brown

Board Secretary, Deb Johnson