Present: Gentis, Johnson, MacNeill, Stauffer, Tabor
Absent: Brown, Eiche, Smith

1. Call to Order: Vice President John Stauffer called the meeting to order at 6:30 PM
2. Public Input: None
3. Consent Agenda: Tabor moved to accept the consent agenda. Gentis seconded the motion, which passed. The following items were approved and adopted:
   a. November 9, 2021 Board Meeting Minutes
   b. Librarian’s Report
   c. Treasurer’s Report
   d. November 2021 Register of Claims
4. December 1-14 Register of Claims: Tabor moved to accept the register of claims, which totaled $409,614.25. Johnson seconded the motion, which passed.
5. Correspondence: Two thank yous were received one written from FCS for the library’s donation and one verbal from Arley Higginbotham for the donation to ‘The Garage’.
6. Staff Report – None
7. Committee Reports:
   a. Building - Nothing
   b. Budget -
      - Reviewed the 2022 – 1782 Notice received from the state
      - Reviewed cash flow statement as projected for 2021
      - Likely need to transfer funds to the rainy day fund in January.
   c. Policy, By-Laws, and Insurance - Employee Benefits and Non-Discrimination policies were reviewed.
   d. Public Awareness/Outreach – Board gifts to staff were passed out and Sarah reported the staff was very appreciative.
   e. Nominating - Nothing
   f. Director Evaluation – Nothing
8. Unfinished Business: - Nothing
9. Personnel Updates: Tabor moved that Beth Baumgartner and Anne Rockwell be hired as shelvers for 8 hours per week at a pay rate of $7.25 per hour. The motion was seconded by Gentis and passed.
10. New Business:
    a. Tabor moved that the amendment to the bylaws that would allow the board to take advantage of HEA 1437 be adopted. The motion was seconded by Johnson and passed.
b. The extension of COVID pay beyond the end of 2021 was discussed. And as a result of the discussion it was decided to let COVID pay expire. No action taken.

11. Director Updates: Library Closed: All day Dec. 23rd – 26th
   5 pm Dec. 31st through January 1st

   **Community Meetings/Activities attended outside the library:**
   Bluffton NOW! Board Meeting
   Chamber Board meeting
   Chamber Executive Board Meeting
   Rotary Meetings
   Wells County Foundation Board

   **Meeting Updates inside the library:**
   Department Head meeting – Staff Christmas Breakfast, Long Range Plan Goals Chart 3, After-Hours pick-up, Hoopla

   **Current Projects/Big Programs/News:**

   - **After-Hour Pick-up** – Southern Wells Board president and principal are on-board with allowing after hours pick lockers to be installed. Sarah will be reaching out to the head of maintenance to make sure he is willing to mount them.

   - **Long Range Plan** – 2022 is the last year for our current Long Range Plan. Starting in 2022, we will start to create our Long Range Plan for 2023-2027

12. Round-Table - Nothing
13. Next Meeting – Tuesday January 14, 2021 @ 6:30 at Bluffton
14. Meeting was adjourned at 7:17 by Stauffer

___________________________________________
John Stauffer, Vice President

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Stephen Tabor, Secretary