Present: Brown, Eicher, Gentis, MacNeill, Smith, Stauffer, Tabor (Remotely)
Absent: Johnson

1. Call to Order: President Angie Smith called the meeting to order at 6:30 PM
2. Public Input: None
3. Consent Agenda: Stauffer moved to accept the consent agenda. Brown seconded the motion, which passed. The following items were approved and adopted:
   a. January 11, 2022 Board Meeting Minutes
   b. January 11, 2022 Board Finance Minutes
   c. Librarian’s Report
   d. Treasurer’s Report
   e. January 2022 Register of Claims
4. Landscaping and Snow Removal Contract: Stauffer moved to accept the contract. Gentis seconded the motion which passed.
5. February 1-8 Register of Claims: Stauffer moved to accept the register of claims, which totaled $158,764.94. Gentis seconded the motion, which passed.
6. Correspondence: None
7. Staff Report – Janelle Smith provided a presentation on the virtual reality equipment that the library has and its use by patrons.
8. Committee Reports:
   a. Building – Nothing
   b. Budget - Nothing
   c. Policy, By-Laws, and Insurance - Hours, Closings, and Cancellations; Access to Information; and Public Health policies were reviewed.
   d. Public Awareness/Outreach - Nothing
   e. Nominating - Nothing
   f. Director Evaluation – Nothing
10. Personnel Updates: Nothing
11. New Business:
   a. 2021 accomplishment and stats on service were reviewed.
   b. Stauffer moved that the 2021 Annual Report be accepted. The motion was seconded by Gentis and approved.
   c. Brown moved that non-resident card fee be set at $75.00. The motion was seconded by Eicher and passed.
d. Eicher moved that Tami Hulvey’s request for leave of absence be accepted. The motion was seconded by Stauffer and passed.
e. Spring In-Service date of May 20th was announced.

12. Director Updates: Library Closed: All day Feb. 21st

Community Meetings/Activities attended outside the library:
Community Meetings/Activities attended outside the library:
- Bluffton NOW! Board Meeting - did not attend - sick
- Bluffton NOW! Executive Board Meeting
- Chamber Board Meeting
- Rotary Meetings
- Wells County Foundation Board

Meeting Updates inside the library:
Department Head meeting – Department Head meeting was postponed until Feb. 11th

Current Projects/Big Programs/News:
-After-Hour Pick-up – the lockers have been ordered and we are now working on prepping the sights for install.

-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

13. Round-Table
14. Next Meeting – Tuesday March 8, 2022 @ 6:30 at Bluffton
15. Meeting was adjourned at 7:07 by Brown

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Angie Smith, President

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Stephen Tabor, Secretary