

LIBRARIAN REPORT
July 12, 2022

Building

Ossian Progress

Ossian's concert has been poured and the bench has been mounted. We are still waiting on electrical, and the power post to come in. Caleb said the post should arrive in September and it will be installed at that time. This happened while I was on vacation so I will need to see it in person, when I get back.

Parking Lots

Our parking lots were completed, and they look great.

Budget – reference only

Our MLGQ (Maximum Levy Growth Quotient), formerly known as the AVGQ, for the State is 5%. This is a .7% increase from last year. The MLGQ is the percentage we are allowed to increase our budget total and Maximum Levy. Your budget still must be fully funded no matter what the MLGQ is. Once I have our meeting with our DLGF rep, I can have a proposed budget prepared for the Budget committee. The Budget Committee is Dustin (Chair), Deb and Angie. I have attached the Department of Local Government and Finance calendar to the agenda. The dates that mostly pertain to us are:

June 30-Maximum Levy Growth Quotient (MLGQ) is provided
July 15-Receive maximum allowable budget
July 15-Receive our estimate of the miscellaneous revenue
July 19-Beginning of Department Budget Workshops
August 1-Circuit Breaker estimates
August 1-Receive Net Assessed values
August 9-Board meeting:
 -Approve Salary Resolution and Proposed 2023 Budget
August 17-Deadline for release of 2023 LIT estimates
September 13-Board meeting:
 Public Hearing on Proposed Budget
October 1-Deadline for second 2023 LIT estimates
October 11- Board Meeting:
 Adopt 2023 budget

Policy and By-laws-review only

The policies for review this month are Compensation and Workplace Policies.

Public Awareness/Outreach-review only

County Council Update Meeting – County Council invited us to give an update during their July meeting. I was unable to attend though Dustin was able to attend.

Landscaping update-voting item

After our last board meeting and both Nate and I's uneasiness with the first estimate we were given for the landscaping project, Nate reached out to Minnich's, Potters and Jackson Construction for additional quotes. Potters denied providing a quote, since they do not do installations. Nate is also getting quotes from Landscape Forms on lighting and benches that we can purchase with Government discounts, so we have a comparison in pricing for these items. Minnich's do not do electrical so we would need to have our own electrician. We had reached out to Tom Baumgartner to double-check the electrical quote we received from Outdoor Concepts' subcontractor to see if their amounts were correct. Tom seemed to think that we could do it much cheaper, especially if staff do the hand trenching. All quotes from Jackson's, Minnich's, Outdoor Forms and Tom should be given to us by the end of the day Friday. (Due to me being 5 hours ahead, I will update this on Saturday when I get back).

Social Media Archives-discussion/voting item

I have attached guidelines, given by the state, on how we should proceed for social media and public records. How I read the guidelines, we should have something in place that archives all conversations/postings we have on social media. We do not have the ability to archive social media in the manor the state is requiring. ArchiveSocial have 3 different packages. <https://archivesocial.com/pricing/> It was suggested that we go with the standard package.

Director Updates

Meetings outside the library

Bluffton NOW! Executive Board Meeting – not able to attend, on vacation

Chamber Board meeting

Rotary Meetings

Wells County Foundation Board and Grants Committee Meeting – not able to attend Grant Meeting, on vacation
Chamber Strategic Planning meetings

Meeting Updates inside the library:

Department Head meeting – Due to not meeting in August and staff vacations/library programs, we will be holding our Department Head meeting on July 22.

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. Last information I was given, the locker parts are on a barge that is scheduled to land in Long Island on June 14th. If this goes to plan, they will then give us a delivery date. No updates yet.

-Long Range Plan – 2022 is the last year for our current Long Range Plan. Starting in 2023, we will start to create our Long Range Plan for 2023-2027. The Community Needs Assessment being conducted by the Wells County Foundation, should be available by July. No updates yet.