



**Wells County Public Library**  
**Library Board of Trustees Meeting**

200 West Washington Street  
Bluffton, Indiana 46714  
Meeting Minutes  
Tuesday, June 13, 2022

Present: Brown, Eicher, MacNeill, Stauffer, Tabor

Absent: Gentis, Johnson, Smith

1. Call to Order: Vice President John Stauffer called the meeting to order at 6:31 PM
2. Public Input: None
3. Consent Agenda: Brown moved to accept the consent agenda. Tabor seconded the motion, which passed. The following items were approved and adopted:
  - a. May 10, 2022 Board Meeting Minutes
  - b. Librarian's Report
  - c. Treasurer's Report
  - d. May 2022 Register of Claims
4. June 1-13 Register of Claims: Eicher moved to accept the register of claims, which totaled \$651,213.50. Brown seconded the motion, which passed.
5. Correspondence: None
6. Staff Report – Jackie Dailey reported on board games that are available for check out from the library. She discussed the number of games available and number of check outs.
7. Committee Reports:
  - a. Building : The Ossian project has been started with some deconstruction of the stairs and hopes to pour concrete soon. Based on processing issues and limited savings pursuing a 'bottle cap' bench does not seem to be worth the effort.
  - b. Budget : Budget calendar was reviewed.
  - c. Policy, By-Laws, and Insurance - Internet Use and Benefits policies were reviewed with no changes or corrections proposed.
  - d. Public Awareness/Outreach - Nothing
  - e. Nominating - Nothing
  - f. Director Evaluation – To be discussed in executive session
8. Unfinished Business: - Nothing
9. Personnel Updates: - Nothing
10. New Business:
  - a. Tabor moved to accept the Street Fair Committee's request to rent the annex parking lot for Street Fair use. Eicher seconded the motion and the motion was passed.
  - b. Dawn Ulfig did inquire about becoming a board member for next year, but nothing since the initial contact. Sarah will follow-up with her.

- c. Tabor moved that the quote for parking lot repair totaling \$5,382 be accepted. Brown seconded the motion which passed.
- d. After discussion of the proposal to update landscaping, any decision was set aside until more information on concrete and electrical work could be obtained.

11. Director Updates:

**Community Meetings/Activities attended outside the library:**

Bluffton NOW! Executive Board Meeting  
Chamber Board meeting  
Rotary Meetings  
Wells County Foundation Board and Grants Committee Meeting  
North East Indiana Director's Roundtable

**Meeting Updates inside the library:**

Department Head meeting – We discussed budget requests, botanical gardens pass, in-service feedback, procedure checklist, staff certification/pay scale, Ukrainian Cataloging, policy and emergency manual reviews and our buddy read Whole-Hearted Librarianship.

**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 14<sup>th</sup>. If this goes to plan, they will then give us a delivery date.

**-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. The Community Needs Assessment being conducted by the Wells County Foundation, should be available by July..

12. Round-Table - Nothing

13. Next Meeting – Tuesday July 12, 2022 @ 6:30 at Bluffton

14. Meeting was adjourned at 7:27 by Stauffer

---

John Stauffer, Vice President

---

Stephen Tabor, Secretary