



Wells County Public Library
Library Board of Trustees Meeting

200 West Washington Street
Bluffton, Indiana 46714
Meeting Minutes
Tuesday, July 12, 2022

Present: Brown, Johnson, MacNeill, Stauffer, Tabor

Absent: Eicher, Gentis, 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. Johnson seconded the motion, which passed. The following items were approved and adopted:
 - a. June 13, 2022 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. June 2022 Register of Claims
4. July 1-12 Register of Claims: Johnson moved to accept the register of claims, which totaled \$148,947.03. Brown seconded the motion, which passed.
5. Correspondence: Amber from Pizza Hut sent in a thank-you note for the library allowing them to have a family night to raise a donation for the library.
6. Staff Report – Jason Habegger reported on the summer reading program. Children's program is running roughly the same as last year, teen's program is just above last year, and the adult's program has about 1.5 time as many participants as last year.
7. Committee Reports:
 - a. Building :
 - i. The Ossian project is complete except for the painting of the hand rail and electrical and power post.
 - ii. Parking lots have been patched sealed and painted and look good.
 - b. Policy, By-Laws, and Insurance - Compensation and Workplace policies were reviewed with minor corrections suggested.
 - c. Public Awareness/Outreach - Brown attended the last county council meeting and reported on the library being fine free and missing materials declining.
 - d. Nominating - Nothing
 - e. Director Evaluation – Has been completed
8. Unfinished Business: - Tabor moved that the library serve as general contractor for the landscaping project; having Minnichs, Outdoor Concepts, S & B Electric and library personnel complete portions of the project at a cost of \$50,973.52. Brown seconded the motion which passed.
9. Personnel Updates: - Nothing
10. New Business: - The need to maintain records of social media content was discussed and whether ArchiveSocial was the approach to be used. The decision on approach was

tabled until options other than ArchiveSocial can be investigated and ArchiveSocial explains what happens to our records if we start with them and in a few years find another option.

11. Director Updates:

Community Meetings/Activities attended 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 Grants 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 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. No updates yet.

12. Round-Table - Nothing

13. Next Meeting – Tuesday, August 9, 2022 @ 6:30 at Bluffton

14. Meeting was adjourned at 7:18 by Stauffer

John Stauffer, Vice President

Stephen Tabor, Secretary