



Library Board Meeting
Wells County Public Library
200 W Washington St Bluffton, IN 46714
Large Meeting Room
Tuesday, October 11, 2022
Meeting Minutes
6:30pm

Present: Brown, Eicher, MacNeill, Stauffer, Tabor, Ulfig

Absent: Gentis, Johnson

1. Call to Order: President John Stauffer called the meeting to order at 6:30 PM.
2. Public Input: No questions or comments
3. Consent Agenda: Tabor moved to accept the consent agenda. Eicher seconded the motion, which passed 5-0. The following items were approved and adopted:
 - a. September 13, 2022 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. September 2022 Register of Claims
4. October 1-11, 2022 Register of Claims: Tabor moved to accept the register of claims, which totaled \$40,640.84. Eicher seconded the motion, which passed 5-0.
5. Correspondence: Thank you card
6. Staff Report: The Material Services team conducted a tour of their area, explaining the flow of materials from the time they arrive and through the receiving, cataloging, and physical preparation processes. The staff were very clear in their respective presentations and the overall impression was of a very competent group with robust procedures in place.
7. Committee Reports
 - a. Building
 - i. Landscaping update: Concrete work/pouring are complete and electrical conduits and conductors are run. The electric posts are on order and landscaping is expected to be complete in late October/early November.
 - ii. Lockers: Estimated dated for replacement of wrong sized lockers is 10/21.
 - b. Budget
 - i. Budget Calendar and MLGQ (AVGQ)
 - c. Policy, By-laws and Insurance
 - i. Proposed Policy Changes
 - d. Public Awareness/Outreach
 - e. Nominating
 - f. Director Evaluation
8. Unfinished Business: None
9. Personnel Business: None
10. New Business
 - a. Amazon Business/Card: The library has received notification that the Amazon business line of credit is being discontinued. The replacement options have not yet been communicated.
 - b. Limestone Washing and Sealing: Tabor moved to approve the washing and sealing of the exposed limestone on the library building by TLC Clean & Seal in the amount of \$6,698.00. Ulfig seconded the motion, which passed 5-0.

- c. Resolution 22-06 Appropriation Reduction of Rainy Day: Tabor moved to adopt the resolution as presented in the amount of \$161,536.00. Eicher seconded the motion, which passed 5-0.
 - d. Adopt 2023 Budgets - Resolution 22-07 for Appropriations and Tax Rates-Form 4: Tabor moved to adopt the resolution as presented. Eicher seconded the motion, which passed 5-0.
11. Other Items for Consideration
- a. Director Updates:
 - Community Meetings/Activities attended outside the library:**
 - Bluffton NOW! Board Meeting
 - Chamber Board meeting-did not attend due to Street Fair shelf reading
 - Rotary Meetings
 - Wells County Foundation Grants Committee-did not meet
 - Wells County Foundation Board
 - Meeting Updates inside the library:**
 - Department Head meeting –ILF Conference, Evaluations, Last purchase date, Veterans Day payroll, outdoor project donations, WCPL culture, sections 8 and 9 of the Emergency Response manual, chapter 3 Whole Hearted Librarianship.
 - Current Projects/Big Programs/News:**
 - Children’s Book Festival - Save the date for October 14, 2023. If you have kids/grandkids come out for a fun time. We are always looking for volunteers for this program, if you are interested.
 - One Book One County – We have selected our OBOC title: “The Hobbit” by JRR Tolkien
 - All programming and activities have been well attended and received so far.
12. Roundtable: None
13. Next Meeting Announcements:
- a. Regular Meeting– Tuesday, November 8, 2022, 6:30pm at Bluffton
14. Adjournment: Meeting was adjourned at 7:16 by President Stauffer

John Stauffer, President

Dustin Brown, Secretary