

LIBRARIAN REPORT

March 12, 2024

Policy and By-laws – Review Only Item

The policies for review this month are Library Patron, Medical Emergency and Meeting Room Policies. We will also be reviewing Chapter 11 of IN the Public Trust-Board Meetings.

Winter Reading Stats-Review Only Item

We had a successful Winter Reading Program and were able to exceed our community goal of 500,000 pages read with a total of 818,255 pages read! The full stats are attached to the agenda.

Solar Eclipse-Review Only Item

Our community/surrounding area is starting to buzz with the anticipation of the April 8th solar eclipse. The library will be hosting a program on April 8th from 2:00-4:00 pm. We received a grant for 500 glasses, but we are not allowed to sell or hand-out the glasses outside of the program we provide. So far, we have 109 registered for Bluffton's program and 34 registered for Ossian's program.

2023-2027 Long Range Plan-Review only

Attached to the agenda is the goals chart from the 2023-2027 Long Range Plan for your review of our 2023 accomplishments for the Library's LRP.

Wells County Foundation Distribution-voting item

The Board of Directors of the Wells County Foundation, Inc. has approved a 5% payout for distributions made in 2024 on endowed funds. This year we may choose to accept \$19,700 in annual payout or designate the payout as Remaining Undistributed Return and the amount will be reinvested for future years' distributions. In the past, we would let returns go to remaining undistributed returns, which is fine if we do not have a project in mind for the funds. When I asked Tammy Slater what the process is to request Remaining Undistributed Returns and her answer was:

"You don't need to request your payout by March. Many of our agencies request their allowable payout each year – so setting a deadline, just gives us a workable timeframe for those who know they will be taking it to get back with us and we can make one transfer to accommodate those payouts.

You can request your distribution at any point throughout the year. You would just let us know that you don't intend to take it by the March deadline and then complete the form and return it to us when you are ready to receive the distribution.

Keep in mind when reviewing the Remaining Undistributed Return: that portion of the fund is subject to investments and can vary greatly from year to year. When agencies request to dip into the Undistributed

Return portion of the fund, it is at the discretion of the Board and not always granted as we cannot allow the balance of any endowed fund to fall below historic (the original donation plus subsequent donations) value.”

Therefore, because of this, we have decided to accept the last 3 year’s distributions and hold the funds for Ossian’s restroom project, 1,000 Books Before Kindergarten program (this is typical for these funds), partial funding for replacing our LED signs at Ossian (total of \$33,690) and putting a portion towards outdoor improvements (adding benches, extending the west side patio and reworking landscaping). Something also to consider these funds for is the continuation of our Children’s Book Festival, when the donation for that program runs out. The money given, which covers most of Children’s Book Festival, has a ten year limit. To stretch these funds across their whole time limit is one reason we do the festival every other year. The total cost of the upcoming festival comes in between \$12,000 and \$13,000. As the years continue and prices go up, I could see our festivals reaching the \$15,000 mark. The main bulk of these funds (\$5,000) come from the Virginia Jean Neunschwander gift that the library was given. These funds are completed in 2026 allowing us to have 1 more Children’s Book Festivals mostly paid. Other funds come from the Wabash Endowment Fund, Friends of the Library, Gail Saunders, our schools and some donations. My vision would be that we accept all distributions from the Library’s Foundation Endowment and put them in the Library’s gift fund under the line item of “Library Projects” this would allow these funds to build-up for smaller projects and the future continuation of the Children’s Book Festival when other donations fall through. We would still encourage other outlets for funding the Children’s Book Festival, but we would have available funds, in case of a shortfall, until the community decides they no longer want a Children’s Book Festival. Also, another item these funds could be used on would be to match or supplement any outdoor grants to install an awning over our patio and other fun items like the large letters and/or an art installation.

Library Closed:

March 29th-30th for Good Friday and Easter

Director Updates

Community Meetings/Activities attended outside the library:

Bluffton NOW! Board Meeting
Bluffton NOW! Executive Meeting
Chamber Board meeting
Chamber Executive Meeting
Rotary Meetings
Wells County Foundation Board

Meeting Updates inside the library:

Department Head meeting – Mini-Golf recap, Pest Containment Policy, Material Challenges Procedure, Database cost analysis, and Policies.

Current Projects/Big Programs/News:

Mini Golf! – This year’s mini-golf event was a great success! The Friends of the Library raised \$3,263 which is an increase of \$596 from last year.

-Friends of the Library Book sales

Next Book Sales will be:

June 26-29, 2024 with Friends Only Sale on June 25th

October 23-26, 2024 with Friends Only Sale on October 22nd