

## **LIBRARIAN REPORT**

**May 14, 2024**

### **Budget Calendar-approval item**

I have attached the Department of Local Government and Finance budget calendar to the agenda. The dates that mostly pertain to us are:

June 30-Maximum Levy Growth Quotient (MLGQ) is provided-we already know it will be 4%

July 15-Receive maximum allowable budget

July 15-Receive our estimate of the miscellaneous revenue

July 15-Beginning of Department Budget Workshops

July 28-Circuit Breaker estimates

August 1-Receive Net Assessed values

August 13-Board meeting:

-Approve Salary Resolution and Proposed 2025 Budget

August 16-Deadline for release of 2025 LIT estimates

September 10-Board meeting:

Public Hearing on Proposed Budget

October 1-Deadline for second 2025 LIT estimates

October 8- Board Meeting:

Adopt 2025 budget

### **Policy and By-laws – Review Only Item**

The policies for review this month are Non-discrimination and Compensation Policies. We will also be reviewing Chapter 13 of IN the Public Trust-Committees.

### **New Hires-approval item**

I am asking for approval to hire 2 full-time summer interns: Lauren Goble and Katelyn Bieberich. Both interns will be utilized mostly with Summer Reading project prep, circulation, children's room assistance, media services assistance, material services assistance, and Ossian assistance with a start date of May 23<sup>rd</sup>. The hiring wage for both interns will be \$12.80/hour for 30-36 hours per week. Due to a relabeling project and one additional shift in the Children's Department, we are also asking to hire Cal Grandlienard for 12 hours a week at \$11.53/hour. Cal will mostly be utilized in our Material Services department with the relabeling project but also one evening shift in our Children's Department. His start date will be May 16<sup>th</sup>.

#### **Library Closed:**

All Day May 25-27<sup>th</sup>

#### **Director Updates**

Community Meetings/Activities attended outside the library:

Bluffton NOW! Board Meeting

Bluffton NOW! Executive Meeting

Chamber Board meeting

Chamber Executive Meetings  
Rotary Meetings  
Wells County Foundation Board  
Wells County Foundation Grants Committee

**Meeting Updates inside the library:**

**Department Head meeting** – Non-discrimination and Compensation Policies, Summer Interns and In-Service feedback.

**Current Projects/Big Programs/News:**

Jason contacted Literacy Alliance about offering an ESL class at the library. We are hoping to start that within a month or two. Right now we are surveying patrons and businesses to see what languages are needed most. Literacy Alliance is currently applying for grants and donations to fund the classes and our only skin in the game is advertisement and offering space. If for some reason this doesn't work with Literacy Alliance, we are prepared to offer a class with our Mango Languages database.

**-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