



Library Board Meeting
Wells County Public Library
Main Library
200 W Washington St Bluffton, IN 46714
Tuesday, January 14, 2025
Meeting Minutes
Small Meeting Room
6:30pm

Present: Andrews, Brown, Johnson, MacNeill, McFarren, Tabor, Ulfig, Yergler

Absent: None

1. Call to Order: President Tabor called the meeting to order at 6:32.
2. Public Input: None
3. Consent Agenda: Brown made a motion to accept the consent agenda as presented. Johnson seconded the motion, which passed unanimously
 - a. December 10, 2024 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. December 2024 Register of Claims
4. January 1-14, 2025 Register of Claims: Johnson made a motion to accept the register of claims in the amount of \$450,795.93, with a second from Brown. Motion passed unanimously.
5. Correspondence: A thank you from Teresa Dustman was shared for the staff Christmas gift cards from the Board.
6. Staff Report-Annette-Cook, Talk, Taste: This program has been in existence for 20 years and has evolved from a cookbook club to members volunteering and planning a themed food night and then sharing ideas such as air fryer recipes, throwback foods (Dutch Mill favorites, for example), how to make a budget stretch through cooking, Insta-Pot cooking ideas and more. Anette also explained that it has been a good way to learn about other cultures and their food. The program that meets monthly (10 months out of the year), had 193 attendees last year and has often packed the capacity of the Parlor Room (with an average attendance increase of 50% over the past 3 years). It is supported by Friends of the Library.
7. Committee Reports
 - a. Building: None
 - b. Budget
 - i. Cashflow
 - ii. Cashflow Analysis 2025
 - c. Policy and By-laws
 - i. Donor Recognition and Small Purchases Policies
 - d. Public Awareness/Outreach
 - e. Nominating: None
 - f. Director Evaluation: None
8. Unfinished Business

9. Personnel Updates

- a. New Hire: Ulfig made a motion to hire Isabel Isch starting on 1/14/2025 at the rate of \$12.24/ hr. for 12 hours/week. Yergler seconded that motion, which passed unanimously.
Brown made a motion to merge the Circulation department with the Media Services department and transfer Jackie Dailey into the manager position of the merged Circulation Department (with the upcoming retirement of Teresa Dustman).

10. New Business

- a. Encumbered Operating Funds Resolution 25-1: Brown made a motion to approve the resolution as presented, which was seconded by Johnson. The vote passed unanimously.
- b. Transfer of Operating Appropriations Resolution 25-2: McFarren made a motion to approve the resolution as presented, Andrews seconded. Motion carried unanimously.
- c. Transfer to Rainy Day Resolution 25-3: Ulfig made a motion for the resolution in the amount of \$30,000 to be transferred to the Rainy Day Fund, Brown seconded. Motion passed unanimously.

11. Other Items for Consideration

- a. Director Updates:
Community Meetings/Activities attended outside the library:
Bluffton NOW! Board Meeting
Chamber Board meeting
Rotary Meetings
Wells County Foundation Board
Wells County Foundation Board Grants Committee
Meeting Updates inside the library:
Department Head meeting – Spring In-Service, Long Range Plan Goal 4, Staff Review questions, and Policies
Current Projects/Big Programs/News:
Our next Children's Book Festival will be October 11, 2025
-Friends of the Library Book sales
2025 Book Sale Dates:
☐ February 5-8 with the 4th being Friends Only
☐ June 25-28 with the 24th being Friends Only
☐ October 22-25 with the 21st being Friends Only

12. Roundtable: Board member inquired about a retirement party for Teresa Dustman.

MacNeill said she would inquire with the retiree.

13. Next Meeting Announcements:

- a. Regular Meeting– Tuesday, February 11, 2025@6:30pm in the Bluffton Small Meeting Room

14. Adjournment: President Tabor called the meeting adjourned at 7:20 p.m.

Steve Tabor, Board President

Dawn Ulfig, Board Secretary