



Library Board Meeting
Wells County Public Library
200 W Washington St Bluffton, IN 46714
Small Meeting Room
Tuesday, December 9, 2025
Meeting Agenda
6:30pm

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

Absent: No one

1. Call to Order: Tabor called the meeting to order at 6:30 p.m.
2. Public Input: none
3. Consent Agenda: Yergler made a motion to accept the consent agenda as presented. Seconded by McFarren, passed unanimously.
 - a. November 11, 2025 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. November 2025 Register of Claims
4. December 1-9, 2025 Register of Claims: Ulfig made a motion to approve in the amount of \$322,719.26. Johnson seconded the motion which passed unanimously.
5. Correspondence: none
6. Staff Report-none
7. Committee Reports
 - a. Building
 - b. Budget
 - i. 1782 Notice
 - ii. Cash Flow
 - c. Policy and By-laws
 - i. Hours, Access, Board Meeting, Circulation and Public Health Policies
 - d. Public Awareness/Outreach: Andrews brought in holiday gift cards for staff
 - e. Nominating
 - f. Director Evaluation
8. Unfinished Business
9. Personnel Business
10. New Business
 - a. Cafeteria 125 Plan Approval: Ulfig made a motion to accept renewal; Andrews seconded. Motion passed unanimously.
 - b. Crosswinds: Yergler made a motion to fund this account in the amount of \$2750. McFarren seconded the motion, which passed unanimously.
 - c. HVAC unit: McFarren made a motion to use Rainy Day funds in the amount of \$8,485 for these repairs. Ulfig seconded the motion, which passed unanimously.
11. Other Items for Consideration
 - a. Director Updates
Community Meetings/Activities attended outside the library:
Bluffton NOW! Board Meeting
Chamber Board meeting
Chamber Board Drug Task Force Committee
Rotary Meetings
Wells County Foundation Board
Wells County Foundation Grants Committee
Wells County Land Trust Meeting

United Way Board Meeting

Meeting Updates inside the library:

Department Head meeting - Last Purchase Dates, Weeding Guidelines, Long Range Plan Goal 3, Managers

Handbook review.

Current Projects/Big Programs/News:

-Evergreen

-We had our meeting with the State Rep for Evergreen. At this time, we are in line for going live 4th quarter of 2027. This is further out than we had hoped, but they did think that they should be able to do our week of downtime during Street Fair, since it is so far out.

-We had staff visit Morrison Reeves Library in Richmond in August. Morrison Reeves recently switched from SirsiDynix to Evergreen. It is really good to hear about the nitty gritty of what is different/will change from a library that has recently switched and is slightly larger than Wells County.

-To make sure we are being proactive in our switch to Evergreen. We will be weeding our entire collections from January 2026-March 2027. We typically weed our collection on a 3-5 year rotation, but we do not want to transfer records of books that would just be weeded a year later. Also, we will lose our past circulation stats in the system, which we use when making weeding decisions. This will ensure stats going forward are being reset within the same timeframe. We are also working on breaking the connection of long-overdue fines on material that has been discarded. If an item has a fine on it, even though it has been discarded, the record remains in our system. We would prefer to not transfer this record, so we are breaking the link, charging the patron as a miscellaneous fine, and then removing the record.

-Friends of the Library Book sales

The October book sale was a success with a total of \$1,788.90 in income.

Book Sale Dates 2026

February 4-7, 2026 with Friends Only Sale on February 3rd

June 24-27, 2026 with Friends Only Sale on June 23rd

October 21-25, 2026 with Friends Only Sale on October 20th

12. Roundtable

13. Next Meeting Announcements:

a. Regular Meeting– Tuesday, January 13, 2026, 6:30pm at Bluffton

14. Adjournment: Tabor called the meeting adjourned at 7:09 p.m.

Board President, Steve Tabor

Board Secretary, Dawn Ulfig

Board Members and Appointing Information

Steve Tabor-President-Appointed by: Bluffton-Harrison MSD-Term: 8/16/2023-8/15/2027

Joe McFarren-Vice President-Appointed by: Wells County Commissioners-Term: 8/16/2024-8/15/2028

Deb Johnson-Treasurer-Appointed by: Bluffton-Harrison MSD-Term: 8/21/2022-8/21/2026

Dawn Ulfig-Secretary-Appointed by: Norwell and Southern Wells Schools-Term: 8/16/2022-8/15/2026

Matt Yergler-Board Member-Appointed by: Wells County Commissioners-Term: 8/15/2025-8/15/2029

Lauren Andrews-Board Member-Appointed by: Wells County Council-Term: 8/16/2024-8/15/2028

Dayle Mentzer-Board Member-Appointed by: Wells County Council-Term: 8/16/2025-8/15/2029