



Library Board Meeting
Wells County Public Library
200 W Washington St Bluffton, IN 46714
Small Meeting Room
Tuesday, November 11, 2025 6:30pm
Meeting Minutes

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

Absent: None

1. Call to Order: Tabor called the meeting to order at 6:31 p.m.
2. Public Input: None
3. Consent Agenda: Johnson made a motion to accept the consent agenda as presented. The motion was seconded by McFarren and passed unanimously.
 - a. October 14, 2025 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. October 2025 Register of Claims
4. November 1-11, 2025 Register of Claims: Ulfing made a motion to accept the register of claims in the amount of \$160,306, which was seconded by Andrews. The motion passed unanimously.
5. Correspondence: None
6. Staff Report-Circulation Office-Jackie, who showed the new updates to the office including cabinets, new lighting, and door for privacy.
7. Committee Reports
 - a. Building
 - b. Budget
 - c. Policy and By-laws
 - d. Public Awareness/Outreach: The board made plans for staff holiday appreciation gifts.
 - e. Nominating
 - f. Director Evaluation
8. Unfinished Business
9. Personnel Business
10. New Hire: Yergler made a motion to hire DoRena Wirgau at the rate of \$13.76/hr for 8 hours per week starting November 5, 2025. The motion was seconded by McFarren and passed unanimously.
 - a.
11. New Business
 - a. Policy Changes for 2026: The board voted unanimously to approve the suggested updates to the policies.
 - b. Health Insurance: Andrews made a motion to approve the continuation with Anthem for insurance. The motion was seconded by Johnson and passed unanimously.
12. 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, Brodart vs. Baker&Taylor, Weeding for Evergreen, Disciplinary

Actions, Long Range Plan Goals 1 and 2.

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 4 th 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's 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

13. Roundtable

14. Next Meeting Announcements:

a. Regular Meeting– Tuesday, December 9, 2025, 6:30pm at Bluffton

15. Adjournment: Tabor called the meeting adjourned at 7:43 p.m.

Steve Tabor, Board President

Dawn Ulfig, Board Secretary

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