



Library Board Meeting
Wells County Public Library
Main Library
200 W Washington St Bluffton, IN 46714
Small Meeting Room
Tuesday, February 10, 2026
Meeting Minutes
6:30pm

Present: Andrews, Johnson, MacNeill, McFarren, Mentzer, Tabor, Ulfig, Yergler
Absent: None

1. Call to Order: Tabor called the meeting to order at 6:30 p.m.
2. Public Input: None
3. Consent Agenda: McFarren made a motion to accept the agenda as presented, which was seconded by Johnson. The motion passed unanimously.
 - a. January 13, 2026 Board Meeting Minutes
 - b. January 13, 2026 Board of Finance Meeting Minutes
 - c. Librarian's Report
 - d. Treasurer's Report
 - e. January 2026 Register of Claims
4. February 1-10, 2026 Register of Claims: Andrews made a motion to accept the register of claims in the amount of \$131,294.74. Motion was seconded by Ulfig and passed unanimously.
5. Correspondence: None
6. Staff Report- Book-a-Librarian: Jason shared data about this program and explained the many ways patrons get help from librarians. The two most common reasons for requesting the program were computer help and assistance with attaining employment. The data showed significant growth since 2018.
7. Committee Reports
 - a. Building
 - b. Budget
 - c. Policy and By-laws
 - i. Exhibit and Display Policy, Internet Use Policy, and Collection Management Policy
 - d. Public Awareness/Outreach
 - i. Changes to Services due to Budget
 - e. Nominating
 - f. Director Evaluation
8. Unfinished Business
 - a. Meeting Room Policy: Yergler made a motion to change the date of the inception of the updated fees for renting the meeting rooms to March 1st from July 1st. This motion was seconded by Andrews and passed unanimously.
 - b. Standards of Behavior policy: Yergler made a motion to approve the continued use of the Behavior Policy updates made during the January meeting, with another review in September to assess how things are going. Mentzer seconded the motion which passed unanimously.
9. Personnel Updates
 - a. New Hire: McFarren made a motion to approve the hiring of Angela Dean for a Children's clerk I at the rate of \$14.04/hr for 8 hours per week. The remaining hours vacated by staff leaving will be covered by existing staff. Ulfig seconded the motion, which passed unanimously.
10. New Business
 - a. 2025 Review
 - b. 2025 Annual Report
 - c. Landscaping and Snow Removal Contract Renewal: Andrews made a motion to approve the contract with Outdoor Concepts in the amount of \$8395 for Bluffton and Ossian. Johnson seconded the motion, which passed unanimously.
 - d. CD Rates: Yergler made a motion to renew with First Source Bank for CD investments at 3.85% for 12 months. McFarren 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 – Budget/cost savings ideas, Long Range Plan Goals Chart, Stats, Managers Handbook review, Policies.

Current Projects/Big Programs/News:

-Evergreen

There is a possibility for this transition to Evergreen to happen earlier than stated previously, perhaps as early as May this year. This would create changes in the weeding process originally planned with a quicker turnaround. Possible training of staff could happen during the week the library is closed for the Street Fair in September.

-Friends of the Library Book sales

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

Grants and Large Donations

The library is very blessed by our patrons and community! In 2026, we have received:

A private donation of \$17,000!

A grant of \$7,000 from the Wabash Endowment/Wells County Foundation for Teen programming.

A donation of \$10,000 from the Carnegie Foundation to all former and current Carnegie Libraries.

Business Sponsors for the Friends Mini-Golf Fundraiser and Family Fun Night:

Archbold & Lewis Insurance

Bluffton Family Eye Care

Bluffton Roofing Co.

Eyecare Associates of Bluffton

Jerry Flack's Investments & Insurance – 2 holes

Honegger, Ringger & Co. – 2 holes

Outdoor Concepts – 2 holes

Parlor City Brewing Company

State Farm

Steffen Group Inc. – Isaac Stoller (Family Fun Night Sponsor \$500)

Stylus Technologies – 2 holes

Renovate Counseling Services LLC

Inteva Products

Peyton's Northern

12. Roundtable

13. Next Meeting Announcements:

a. Regular Meeting– Tuesday, March 10, 2026, 6:30pm at Bluffton in the Small Meeting Room

14. Adjournment: Tabor adjourned the meeting at 7:31 p.m.

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

Board President, Steve Tabor

Board Secretary, Dawn Ulfig