



Library Board Meeting
Wells County Public Library
Main Library
200 W Washington St Bluffton, IN 46714
Tuesday, January 13, 2026
Small Meeting Room
Meeting Minutes
6:30pm

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

1. Call to Order: Tabor called the meeting to order at 6:27 p.m.
2. Public Input: None
3. Consent Agenda: McFarren made a motion to accept the consent agenda as presented; Andrews seconded it. It passed unanimously.
 - a. December 9, 2025 Board Meeting Minutes
 - b. Librarian's Report
 - c. Treasurer's Report
 - d. December 2025 Register of Claims
4. January 1-13, 2026 Register of Claims: Johnson made a motion to accept the register of claims in the amount of \$132,108.79, which was seconded by Ulfig. The vote passed unanimously.
5. Correspondence: Two thank you notes shared.
6. Staff Report
7. Committee Reports
 - a. Building
 - b. Budget
 - i. Cashflow
 - ii. Cashflow Analysis 2026
 - c. Policy and By-laws
 - i. Donor Recognition and Small Purchases Policies
 - d. Public Awareness/Outreach
 - e. Nominating
 - f. Director Evaluation
8. Unfinished Business
9. Personnel Updates
10. New Business
 - a. Encumbered Operating Funds Resolution 26-1: McFarren made a motion to accept the resolution in the amount of \$5,567.14. Seconded by Johnson and passed unanimously.
 - b. Transfer of Operating Appropriations Resolution 26-2: Ulfig made a motion to accept the transfer as presented, which was seconded by McFarren. The motion passed unanimously.
 - c. Standards of Behavior Policy: Yerger made a motion to approve the policy update on a probationary period for one month. The policy will be revisited in February for further updates and will be reviewed in September to assess how it is going. The motion was seconded by Andrews and passed unanimously.
 - d. Meeting Room Policy: Andrews made a motion to accept the updates to the Meeting Room rates as presented, which was seconded by McFarren. The 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
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, Weeding Guidelines, Long Range Plan Goal 4, Managers
Handbook review, Policies, Behavior Policy.
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

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: A concern from a community member was shared about the ipad location in the Children's area. Limitations due to power source availability and cost were discussed.

13. Next Meeting Announcements:

a. Regular Meeting– Tuesday, February 10, 2026@6:30pm in the Small Meeting Room

14. Adjournment: Tabor adjourned the meeting at 7:46 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

Steve Tabor, Board President

Dawn Ulfig, Board Secretary