

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
Main Level Meeting Room
July 10, 2023 4:00 – 5:00 pm

Call to Order

The meeting was called to order at 4:02 p.m. by President Gron.

Present on site: Monta Frazier, Gary Gron, Laura Hack, Dawn Doup-Pandit, Stephen Shipley, and Mike Wilkerson. Library staff: Jason Hatton, Director; Michelle Williams, Business Services Coordinator; Mike McIver, Attorney.

Present by video: Vern Jorck

Absent: None

Approval of Minutes

The minutes of the June 12, 2023 meeting were reviewed. Shipley moved and Doup-Pandit seconded approval of the June 12, 2023 meeting minutes as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 450 through 527 in the amount of \$685,278.89 were reviewed. Hatton made note of the following claims: Claims 475 to Corrigan for the flooring project moves. Claim 490 to SantaRossa for their balance of the flooring project. Claim 491 to Jack Laurie Group for the flooring project. Claim 499 to Margaret Sullivan Studios for the strategic planning project. Claim 502 to OCLC. Hatton explained that in the past we have paid for the online cataloging service, but that OCLC has changed to an annual billing process. The amount of this claim is for services through June of 2024. Claim 510 to SirsiDynix is our annual payment for our integrated library system. Hack moved and Wilkerson seconded approval to pay Claims 450 through 527 in the amount of \$685,278.89. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. Teen Subcommittee Final Report. Hatton continued the discussion from last meeting about the report. He reminded the Board of the three phases of the report – Survey, Teen Diversity Audit, and Recommendations. The report set three directives – 1. Be more intentional in selections, 2. Develop a policy for displays, and 3. Teen space changes with clearly defined areas. Wilkerson moved and Frazier seconded approval of a motion to adopt the final report as presented. The Board was polled and all answered Aye. Motion carried unanimously.

B. Naming Policy. Hatton presented a draft of the Naming Policy taking edits and suggestions as provided by Board members. Hack moved and Shipley seconded approval of a Motion to adopt the naming policy as presented. The Board was polled and all answered Aye. Motion carried unanimously.

C. Additional Appropriation. Hatton reported that due to unexpected expenses this year, such as the elevator replacement, our 2023 budget is not sufficient. He said we have the cash in reserves, but not the ability to spend it. He said we need to go before the County Council for approval of the additional appropriation. The request will be on the agenda for the Council meeting on August 8. He said that while Library Board approval is not a requirement, he wanted to be transparent about the need and the procedure. Shipley moved and Wilkerson seconded approval of a motion to request an additional appropriation from the County Council. The Board was polled and all answered Aye. Motion carried unanimously.

Reports

A. Patron's Rights and Responsibilities. Hatton presented a draft of a Patron's Rights and Responsibilities policy. He said it would replace the current Patron Code of Conduct. He asked Board members to review the draft and provide him with edits and suggestions prior to the next Board meeting.

B. Director's Report. Update on the progress on the flooring project.

- CSD will be moving back to the lower level. The area will be closed temporarily on Wednesday, July 12. Reference will be moving to that vacated area on Thursday July 13 and will be closed temporarily for that move.
- Nonfiction carpet will be starting Monday July 17, and they hope to be finished by Tuesday July 25.
- Hope 25th – Celebration for the 25th Anniversary of the Hope Branch building will be held on Wednesday July 12 at 5:30.
- We will be advertising for a new HR Generalist position. The posting will be open through the end of July.
- Budget – the MLGQ for the 2024 budget will be 4%
- Window repair – we actually have two windows on the main level that need to be repaired. One due to vandalism, one unknown, but potentially vandalism as well

Public Comment – 3 minutes per speaker

None.

New Business

Hatton reminded the Board that the August 14 meeting could be in the Red Room or the Main Level meeting room and he would notify them closer to the meeting date.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:58 p.m.

Attested:

Laura Hack, Secretary

Gary Gron, President