

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
June 10, 2019  
Board Meeting 4:00 – 5:00 pm

Announcements

Hatton announced that two Board members gave him advanced notice that they would be unable to attend this meeting, and two other members would be late. As no business could be addressed, Robert Mixner, Reference Librarian would give an overview of the Collection Development process while we wait for a quorum.

Reports

A. Collection Development Committee – Robert Mixner. Mixner reported that one of the responsibilities of the committee is to review policies on development as mandated in our strategic plan. Hatton reminded the members that a copy of the draft of the latest policy had been included in the Board packet to elicit feedback. Mixner reported that the current policy was adopted in 2015. The committee reviewed that policy along with the policies of other libraries for comparison.

Mixner reported some of the major changes in the new policy addressed the following issues: specified collections as part of the larger plan of the library, added a section on special collections e.g. foreign language collections and the Archives collection, transparency of purpose, clarifies language, and to avoid the appearance of hiding anything. McIver asked how difficult it is to apply these policies in reality, noting there may be a difference of opinion on selections. Mixner replied that was the importance of having the policy; having clearer, specific priorities meant fewer questions or arguments over retention/non-retention of items. Having the policy backs up decisions that are made. Hatton added that the policy makes us more cohesive as a system.

McIver asked how many books are pulled from the collection annually. Hatton responded that staff members perform general weeding on a regular basis. Weeding is partly based on the space we have available and ideally we would be discarding one item for every new item we acquire. Items are removed because they may have out of date information, such as medical or travel items or we may have multiple copies of a new or popular item that, over time, are no longer needed. Mixner added that our donation policy is also addressed in this new policy draft. Hatton and Mixner reiterated that the committee is requesting and welcoming feedback on the policy. Any feedback should be directed to Hatton.

Call to Order

The meeting was called to order at 4:15 p.m. by President Billie Whitted.

Present: Monta Frazier, Vern Jorck, Brenda Tallent, Billie Whitted, and Mike Wilkerson. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator; Robert Mixner, Reference Librarian; Mike McIver, attorney.

Absent: Gary Gron and Angie Wieneke

### Election of Secretary Pro Tem

Due to the absence of Gary Gron, Secretary, Tallent moved and Frasier seconded that Mike Wilkerson be elected Secretary Pro Tem for the purposes of this meeting. Motion carried unanimously.

### Approval of Minutes

The minutes of the May 13, 2019 Board meeting were reviewed. Jorck noted the substitution of his first name for his last name in the minutes. Motion to approve minutes as amended. Frazier moved and Tallent seconded approval of the May 13, 2019 Board meeting minutes as amended. Motion carried unanimously.

### Financial Report and Approval of Claims

A. Claims 365 through 449 in the amount of \$329,242.54 were reviewed. Hatton made note of the following claims: Claim 397 to Envisionware is for PC Res for our public-use computers. Claim 404 to the Indiana State Library is for InfoExpress, our delivery system for Interlibrary Loan items. Claim 406 is for Wowbrary, a service we use for new items and newsletter. Wilkerson moved and Frazier seconded approval to pay Claims 365 through 449 in the amount of \$329,242.54. Motion carried unanimously.

B. CD investment. Hatton reported that we have finalized all preliminary activities to invest a portion of LIRF currently on deposit at Old National Bank. Motion to proceed with purchase of a \$100,000.00 CD at Old National Bank for a period of 3 months. Frazier moved and Jorck seconded approval to proceed with purchase of a \$100,000.00 CD at Old National Bank for a period of 3 months. Motion carried unanimously.

### Action Items

A. Landmark Columbus/Exhibit Columbus MOU. Hatton noted that language was added requiring Landmark Columbus to place signs and other proactive elements to help ensure safety of visitors. He further reported that most of the language remains basically the same as the previous 2017 MOU. Motion to accept MOU as presented. Wilkerson moved and Tallent seconded approval to accept MOU as presented. Motion carried unanimously.

### Reports

A. Summer Reading Challenge. Eck reported that The Republic printed the Summer Program guide. We received 5000 copies. Over 1000 completed challenge cards had been turned in as of June 7. BCPL hosted a popcorn party when the 500 level was reached and for the 1000 level, we'll be hosting a bubble party. The kickoff parties were very successful. There were over 400 attendees at Main. Weather forced us to cancel the Bounce house and move inside at the Hope Branch party, but we still drew over 125 people. We had face painting stations, snacks, story stations, and at Main, Bounce houses.

Eck said we have some fun programs coming up. Of particular interest is Jim Gill, a musician and children's author who advocates for family involvement and family literacy through his performances. We will be sponsoring his program at The Commons on June 25.

Continuing this summer is our partnership with BCSC for the free lunch program. Monday through Friday, from 12 – 1pm, children up to 18 years of age can get free lunch, and adults over 18 can purchase lunch for a low cost. We have been seeing 20 – 30 attendees, with our average above what we saw in 2018.

Public Comment – 10 minutes

None.

New Business

Mclver asked if there had been any update on our Public Relations. Hatton responded that regarding the alleged incident, there had been no victim statement and CPD reported that they were having trouble following up on the report. At this time, there is only public chatter.

Whitted reminded the Board of the next Board is scheduled for July 15 at 4:00 pm, a week later than normal due to the 4<sup>th</sup> of July holiday.

Adjournment

There being no other business to come before the board, the meeting adjourned at 4:39 p.m.

Attested:

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Mike Wilkerson, Secretary Pro Tem

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Billie Whitted, President