

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
January 11, 2021
Board Meeting 4:00 – 5:00 pm

Call to Order

By order and permission of the Governor, the meeting was held by combination of on site and virtual attendance (Zoom). The meeting was called to order at 4:02 p.m. by President Gron.

Present via Zoom: Monta Frazier, Gary Gron, Vern Jorck, Stephen Shipley, Billie Whitted, Angie Wieneke, and Mike Wilkerson. Library staff: Jason Hatton, Director; Angela Eck, Assistant Director; Michelle Williams, Business Services Coordinator. Mike McIver, Attorney.

Absent: None

Approval of Minutes

The minutes of the December 14, 2020 board meeting Executive session and regular meeting were reviewed. Gron asked that the Executive session minutes be amended to reflect that Whitted's absence was due to technical issues with the Zoom call. Wilkerson moved and Frazier seconded approval of the December 14, 2020 Executive session minutes be approved as amended. The Board was polled and all answered Aye. Motion carried unanimously. Jorck moved and Frazier seconded approval of the December 14, 2020 regular session minutes be approved as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 935 through 976 in the amount of \$348,809.83 and Claims 1 through 25 in the amount of \$27,600.71 were reviewed. Hatton reminded the Board that the end of year claims are listed on two separate claims lists. He made note of the following claims: Claim 938 was a transfer to LIRF as appropriated. Claim 975 to Zeller Insurance was for preparation of the annual Treasurer's Bond. Claim 976 to Repp & Mundt was for completion of the patio steps and landings project. Claim 6 to EBSCO was for the Consumer Reports database. Claim 14 to Midwest Collaborative was for the ValueLine database. Claim 16 was for the Artistworks database. Jorck moved and Whitted seconded approval to pay Claims 935 through 976 in the amount of \$348,809.83. The Board was polled and all answered Aye. Motion carried unanimously. Whitted moved and Jorck seconded approval to pay Claims 1 through 25 in the amount of \$27,600.71. The Board was polled and all answered Aye. Motion carried unanimously.

B. Approval of Treasurer's Bond. Hatton advised that the Treasurer's Bond in the amount of \$35,000.00 must be approved by the board each year and filed with the Records office. Frazier moved and Wieneke seconded approval of the Treasurer's Bond as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. End of 2020 Transfers. Hatton reminded the Board that it is necessary to eliminate any negative balances in appropriations. Transfers within major budget categories can be made by motion. Transfers between major budget categories must be made through a resolution. The Motion to Transfer Funds within major categories in the amount of \$121,505.68 was reviewed. Frazier asked about the number of transfers. Williams answered that the number was comparable to the 2019 transfers. Wilkerson moved and Jorck seconded approval of the Motion to Transfer Funds totaling \$121,505.68 within major categories. The Board was polled and all answered Aye. Motion carried unanimously.

Hatton reviewed the Resolution to Transfer Funds from Other Services to Personal Services totaling \$173,607.02. Whitted moved and Wieneke seconded approval of the Resolution to Transfer Funds totaling \$173,607.02 as presented. The Board was polled and all answered Aye. Resolution approved unanimously.

B. Resolution to move money into Rainy Day fund. Hatton reported that we spent less than our 2020 appropriation funds and that it would be beneficial to move the overage into the Rainy Day fund for future expenses. He said we have worked diligently to have a healthy cash balance within the boundaries of our budget. He suggested moving \$90,000.00 into the Rainy Day fund. We have the option to move funds into LIRF or Rainy Day. He said Rainy Day is more flexible when it comes to spending. Whitted asked if the move required SBOA approval. Jorck asked about the 2020 appropriation amount, \$4.185M. Hatton answered that we received \$4.3M and that we can spend/transfer up to the appropriated amount. Jorck moved and Shipley seconded approval to transfer \$90,000.00 from Operating to Rainy Day fund. The Board was polled and all answered Aye. Motion carried unanimously.

C. Appointment of Board of Finance 2021. Wilkerson agreed to serve as President, Frazier agreed to serve as Secretary, and Gron and Jorck volunteered to serve as Members at Large to the Board of Finance. Board agreed unanimously to the members of the Board of Finance 2021. Whitted moved and Shipley seconded approval to accept the members of the Board of Finance as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Reports

None.

Public Comment – 10 minutes

None.

New Business

Gron asked about digital magazines now on Overdrive. Hatton answered that we have had several iterations of eMagazines as companies have merged: Zinio, Recorded Books, now

Overdrive. We are currently in the middle of transferring to Overdrive and patrons should see that switchover soon.

Hatton reminded the Board of the next meeting on February 8. He asked the Board of Finance members to stay on the Zoom call after adjournment of the regular meeting.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:36 p.m.

Attested:

Billie Whitted, Secretary

Gary Gron, President