

**MINUTES OF THE  
BELL MEMORIAL PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
MONDAY, NOVEMBER 28, 2016  
6:30 p.m. Local Time**

CALL TO ORDER

The meeting was called to order by President Roger Moriarty at 6:30 p.m.

PRESENT

Roger Moriarty, Dick Webb, Jill Gross, Sandi Schaeffer, Honey Kuhn, Kylene Crabb, Larry Yeiter, Stephen Boggs.

MINUTES

Minutes of the "October" meeting rescheduled to November 1, 2016. Moved by Jill Gross, seconded by Dick Webb. Carried.

PUBLIC COMMENTS

None.

TREASURERS REPORT

Signatures required on Gift Fund Disbursement Report due to system setup error.

No transfers currently. Noted that we will use a pre-completed form for all transfers that are within budget categories. A full resolution is required to transfer funds between major categories.

CHILDREN'S DEPARTMENT REPORT

Story hour attended by 1-3 families each week.

All Hoosier Book Award nominated books have arrived and are displayed together.

In November, Lego Club had over 20 children attend. They made beautiful creations and many of the parents played cards while the children played.

Director note from about two meetings ago to maybe use an existing staff member to hold an early story time maybe on Tuesday at 10:45 or so.

PROGRAMMING/YOUNG ADULT REPORT

Have scheduled another interview for November 29, for this department.

MAINTENANCE

Shambaugh & Son here to test fire suppression system. All tested fine.

Bell-X room painting project is complete.

“J” area is currently under revision.

#### DIRECTOR'S REPORT

1. Attended ILF conference in Indianapolis. Workshops attended were on Budgeting, Legislation, Internal Controls, Makerspaces for youth, using Sign Language for storytime and other programs, the Library as a civic center, State Library updated Standards.
2. Mostly just working on Bell-X room and “J” Depts.
3. Met with George from New Plumbing and Heating. Will send pricing.
4. Met with owner of Sands Office Equipment. Due to age, use and inability of machine to do more than simple prints he is offering us a good package on a gently used machine (last years model used in-house). \$4500.
5. Have a Miracle Tree in the Library. Also have an excellent display from the Bell Aircraft Museum.
6. For December we need to set salaries. Since we have no clue as to budget approval, we'll need to do a resolution and do any salary increases at the January meeting.

#### UNFINISHED BUSINESS

1. Discussion of social media policy tabled until next meeting.

#### NEW BUSINESS

#### OTHER BUSINESS

Director is to investigate replacing existing light ballasts to digital for LED flourescent.

#### PAYMENT OF CLAIMS

Moved by Jill Gross and seconded by Sandi Schaeffer that claims be paid as presented.  
Carried.

#### ADJOURNMENT

Meeting adjourned at 7:17.

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Roger Moriarty, President

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Honey Kuhn, Secretary