

**MINUTES OF THE BELL MEMORIAL PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
MONDAY, February 23, 2015  
6:30 p.m. Local Time**

Included in this meeting will be an Additional Appropriation public hearing.

AGENDA

CALL TO ORDER

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

PRESENT

Roger Moriarty, Dick Webb, Sandy Schaefer, Honey Kuhn, Larry Yeiter, Stephen Boggs.

MINUTES

Minutes of the January meetings were presented. Moved by Dick Webb and seconded by Larry Yeiter. Carried.

Honey Kuhn was requested to serve as acting Secretary for the meeting.

PUBLIC COMMENTS

None

TREASURERS REPORT

Filed for audit by Director.

CHILDREN'S DEPARTMENT REPORT

During the month of March, the Children's Dept. will host a "March Madness Battle of the kid's Books". Battle of the Kids' Books is a competition among 16 of the very best books of the year. There are 4 rounds and during each round Young patrons ages 6 and up will vote for their favorite book. The book with the most votes goes on to the next round. At the end of four rounds one book will be left standing and declared the winner.

Later in the month the Children's Dept. will present a "Dr. Seuss on the Loose" birthday program, for kids ages 3-12, in honor of Dr. Seuss's birthday. The program includes crafts, a giant birthday card kids can sign, and even a visit from the "Cat in the Hat" and "Thing One and Thing Two". There will also be a Dr. Seuss book drawing for those who attend. The Library Kids Book Club and Legos Club will also meet at their regular times.

YOUNG ADULT/ADULT DEPT. REPORT

Our Zumba program is growing. We now have two mornings, Monday and Friday, and an evening class at 7:00 PM that has been well attended with 59+ this month. Those are the counts I have but some were missed so the count is larger than 59. I am working on keeping a better count from Eva.

Our PIYO classes have started and are



also very successful. They are currently being held on Thursday evenings at 6:00 PM. 55+ attendees so far. Again, the counts are more but I am working on narrowing those down for a more accurate count for next month.

We had a count of 200 from the Mentone Youth League sign-up.

For the sweetheart bark program on February 11<sup>th</sup> we had 8 attending, 5 adults and 3 teens.

Euchre night for February is growing. The fourth Monday of the month is the best night for those attending. We have a board meeting and Zumba on that night. Not quite sure how to resolve this issue. We will meet upstairs for tonight's euchre program.

We are having a book swap party February the 24<sup>th</sup>.

Looking forward to our teen gaming this Thursday night.

Working on my Teen Summer Reading program.

Starting our first Anime Movie Night this month on the 27<sup>th</sup> and will hold it the last Friday of every month. This program is for teens ages 15 and up only.

I have been contacted by the Akron Arts League about hosting a children's art program for the month of June. The dates scheduled are June 22<sup>nd</sup> through the 25<sup>th</sup>.

February Newsletter printed on schedule. March newsletter is ready to print.

Book Mobile at Mentone Garden Court apartments is off and running. I am bringing a box of books and movies for them and rotating different ones every two weeks on Wednesday. This seems to be working the best so far.



Paper Bag Scrapbook

Jack Fisher's next program on using your iPad, iPhone, is planned for March 17<sup>th</sup> and 24<sup>th</sup>.

The 17<sup>th</sup> class will be for those who have already taken the first two classes and the 24<sup>th</sup> is for beginners and will be limited to just 10 people.

Worked on two projects for March. We will make paper bag scrapbooks and bunny brooches & barrettes. Also working on another project, a hall tree made from industrial pipe or copper pipe for a future program. Not sure which one I will do yet, probably whichever is cheaper.

For March's display case I am hoping to get a quilting display done from a local quilter. I am still waiting to hear from her. Working with two local craftsmen to display their crafts in April and also have a craft from each one to use for a raffle while they are on display.

I have been working on a grant this month for the 2014/2015 LSTA Children's Literacy grant. Stephen had challenged me to write this grant and he is going to help me fine tune it when I am finished. It must be submitted by the 24<sup>th</sup>.

1. Large conference room done (just a little bit of dusting to do and look for new mini-blinds)
2. Media Room. Painting and wall repair done. Shelves and tables ordered with delivery within the next two weeks, computers are here are being prepared for use. Will be using wireless short term, telephone still to be connected. Have my eye on a "circulation-desk," so all in all is on track to maybe open by the end of March.
3. Storage room. Much better and definitely more organized. New commercial style shelving installed and have removed things from the floor.
  - 3.5. April has done a great job painting etc. in the large conference room and is now scrubbing the carpets until they "scream."
  - 3.75 Will be painting the entry area to the rooms soon. Also need something on the sidelights to that area so people don't run into the glass (broken noses do not bode well for us). Maybe a nice artificial topiary?, we'll see.
4. Mezzanine. "Deleted" a number of items. Will next assemble the commercial style shelves and hanging shelves. Really need to do something about sun coming in during summer. Heat and u/v rays destroying plastic containers etc. Putting up cardboard to just cover the windows and that may be all that needs to be done and we've started that.
5. Have removed chain from Mezzanine. In my opinion we need to get people in here, not keep them out. Also reworking some current signs and will be looking at simply better signage for the patrons.
6. Chester-Technologies here on 2/17...continuing to work on servers.
7. I've put in only one hour on computers this month...painting etc.
8. I've not forgotten about the volunteers for the policy tweaks. Just want to get caught up with some of the big stuff.
9. Contacted Rochester Telephone. They will be adding to our existing telephone system and doing the network cabling.
10. Still working on Long Range Plan. We discussed some time ago about the Library being used as a host site during a local emergency. May I include this as a potential LRP item?

#### UNFINISHED BUSINESS

#### NEW BUSINESS

1. Public Hearing for Additional Appropriation. Advertising was done via the Warsaw Times-Union.

Resolution for the Additional Appropriation was read by President Roger Moriarty. Moved by Dick Web and seconded by Sandy Schaefer to adopt the additional appropriation as discussed and presented. Carried.

#### OTHER BUSINESS

1. Question regarding building maintenance. After the new rooms are ready and being used I'd like to re-paint my office as well as the main entrance and the hall to the new rooms. Is

there another thing you would like for me to do, or just keep you informed of what is being accomplished?

Director was requested to proceed as is.

2. Roger led a discussion in regard to dedication for the new garden area and an open house to meet the new Director. Was decided to hold the event on Sunday, June 28, 2015 from 2:00-4:00 p.m.

Director is to see if any staff would like to assist with the event and was instructed to also ask for assistance from the Friends.

Discussion was also held in regard to seating for the area.

Finalization of the above is required no later than the March regular business meeting.

#### PAYMENT OF CLAIMS

Moved by Sandy Schaefer and seconded by Dick Webb to pay claims as presented.  
Carried.

#### ADJOURNMENT

Meeting declared adjourned at 7:35 p.m.

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Roger Moriarty, President

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Honey Kuhn, Acting Secretary

Bell Memorial Library

To Warsaw Times-Union

Warsaw, Indiana 46581

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given to the taxpayers of Bell Memorial Public Library, Mentone, Indiana, Kosciusko, County, Indiana, that the proper legal officers will consider the following additional appropriations in excess of the budget for the current year at their regular meeting place at Bell Memorial Public Library, 101 W. Main Street, Mentone, Indiana at 6:30 p.m. on Monday, February 23, 2015.

This additional appropriation is to use funds held in the Library's Rainy Day Fund and will not affect the Library's current tax rate or levy.

Table with Fund Name: Rainy Day Fund, Major Budget Classification: Personal Services, Supplies, Other Services & Charges, Township Assistance, Debt Service, Capital Outlays, TOTAL for Rainy Day Fund: \$25,000.00

PUBLISHER'S CLAIM

Table for PUBLISHER'S CLAIM with columns for description and amount. Includes rows for equivalent lines at 4280 (23.12) and total amount of claim (23.12).

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriations within fifteen (15) days of receipt of a Certified Copy of the action taken.

Taxpayers having questions regarding this action are welcome to contact Library Director, Stephen Boggs at the Bell Memorial Public Library at (574) 353-7234 or by e-mail at: sboggs@bell.lib.in.us 1-31 hspaxlp

DATA FOR COMPUTING COST

Width of single column in picas 10, Number of insertions 1, Size of type 7 point.

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper one times. The dates of publication being as follows:

January 31, 2015

Additionally, the statement checked below is true and correct:

- ..... Newspaper does not have a Web site.
[X] Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.
..... Newspaper has a Web site, but due to technical problem or error, public notice was posted on .....
..... Newspaper has a Web site but refuses to post the public notice.

Dennis Plummer

Date January 31, 2015

Title Comptroller

Bell Memorial Library

To Warsaw Times-Union

(Governmental Unit)

Kosciusko

Warsaw, Indiana 46581

County, Indiana

PUBLISHER'S CLAIM

LINE COUNT

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) - number of equivalent lines

Head -- number of lines

Body -- number of lines

Tail -- number of lines

Total number of lines in notice

COMPUTATION OF CHARGES

27 lines, 2 columns wide equals 54 equivalent lines at .4280

cents per line

23.12

Additional charges for notices containing rule or tabular work (50 per cent of above amount)

Charge for extra proofs of publication (\$1.00 for each proof in excess of two)

TOTAL AMOUNT OF CLAIM

23.12

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Size of type 7 point

Number of insertions 1

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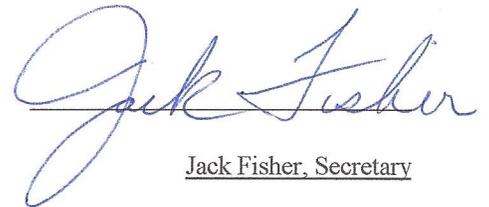
This additional appropriation is to use funds held in the Library's Rainy Day Fund and will not affect the Library's current tax rate or levy.

Fund Name: <u>Rainy Day Fund</u>	AMOUNT
Major Budget Classification:	
Personal Services	\$
Supplies	\$
Other Services & Charges	\$
Township Assistance	\$
Debt Service	\$
Capital Outlays	<u>\$25,000.00</u>

TOTAL for Rainy Day Fund: \$25,000.00

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Jack Fisher, Secretary

Dated January 26, 2015

**ADDITIONAL APPROPRIATION RESOLUTION/ORDINANCE**

Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget; now, therefore:

Sec. 1. Be it ordained (resolved) by the Board of Trustees of the Bell Memorial Public Library

(Governing Body)

of \_\_\_\_\_, Kosciusko \_\_\_\_\_ County, that for the expenses of the

(Taxing Unit)

(County)

taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

<u>Fund Name:</u> <u>Rainy Day</u>	AMOUNT REQUESTED	AMOUNT BY FISCAL BODY
Major Budget Classification: Personal		
Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ 25,000	\$ _____
<b>TOTAL for</b> _____ <b>Fund:</b>	<b>\$ 25,000</b>	<b>\$ _____</b>

(Repeat for any other funds.)

Adopted this 23rd day of February, 20 15.

NAY

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 \_\_\_\_\_

*Roger A. Henry*  
*Honey & Kuhn*  
*Sandi Schaeffer*  
*Delays D. Holt*  
*James L. Gulio*

Attest: Honey & Kuhn, acting  
 Secretary of the Governing Body sec

**CERTIFIED COPY OF ADDITIONAL APPROPRIATION**

County # \_\_\_\_\_  
 Unit # \_\_\_\_\_  
 Date Received: \_\_\_\_\_  
 Order Number: \_\_\_\_\_

UNIT NAME: Bell Memorial Public Library  
 COUNTY NAME: Kosciusko  
 Date of Publication 1-31-15 Newspaper  
 Date of Publication \_\_\_\_\_ Newspaper  
 Date of Public Hearing 2-23-15  
 Date of Resolution/Ordinance \_\_\_\_\_

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund. Lines referred to below are on the Fund Report issued by the Department.

A. Department Fund Number	<u>800</u>			
B. Fund Name	<u>Rainy Day</u>			
C. Appropriation Amount Requested	<u>\$25,000.-</u>			
D. Amount by Reduction				
E. Net Amount of Increase (C minus D)	<u>\$25,000.-</u>			
1. Property Tax Levy (Line 16)	<u>-</u>			
2. Levy Excess (Line 15)	<u>-</u>			
3. PTRC from CAGIT (Line 13A)	<u>-</u>			
4. LOIT Levy Freeze Amount (Line 13B)	<u>-</u>			
5. Misc. Revenue (Line 8B) (If higher than 8B amount, a revised Budget Form 2 must be attached.)				
6. January 1 Cash Balance (include investments)	<u>\$72,463.92</u>			
7. Subtotal of Funds (Add 1 thru 6)	<u>72,463.92</u>			
8. Less Circuit Breaker				
9. Total Funds (7 minus 8)	<u>72,463.92</u>			
10. Department Approved Budget (Line 1)	<u>-</u>			
11. Encumbered Appropriations	<u>-</u>			
12. Temporary Loans Outstanding as of January 1	<u>-</u>			
13. Beginning Obligations (Add 10 thru 12.)	<u>-</u>			
14. Surplus Funds (9 minus 13)	<u>72,463.92</u>			
15. Previous additional appropriation(s) approved since January 1, less any reductions in appropriations.	<u>-</u>			
16. Amount transferred to the Rainy Day Fund	<u>-</u>			
17. Surplus Funds Remaining (14 minus 15 minus 16)	<u>72,463.92</u>			

I, Stephen Boggs, fiscal officer of Bell Memorial Public Library, do hereby certify that the above information is true and correct.

Dated this 23 day of February, 2015.

 (Signature) 101 W. Main St. Box 368 (Unit Address) Mentone, Indiana, 46539 (City/Town/Zip Code)	Director (Title) 574-353-7234 (Telephone Number) sboggs@bell.lib.in.us (E-mail Address)
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