

**MINUTES OF THE  
BELL MEMORIAL PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
MONDAY, MARCH 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, Kylene Crabb, Larry Yeiter, Dick Webb, Stephen Boggs.

NOTE:

Kylene Crabb volunteered to act as Secretary.

MINUTES

Moved by Larry Yeiter and seconded by Dick Webb that the minutes of the February meeting be approved. Carried.

PUBLIC COMMENTS

No members of the general public were in attendance.

TREASURERS REPORT

Filed for audit.

CHILDREN'S DEPARTMENT REPORT

Two attended lego club on March 19.  
Story hour has between 4-6 children plus their parents each Wednesday.  
Kids Night Out will be held March 24. We will make wind chimes.  
The large magazine rack was removed from the children's room and a more space efficient one replaced it. The children's cds were moved to the media room.  
A 4x6 foot Indiana map has been ordered. It will be used for the summer reading program and on display in the children's room.  
Fish are surviving in the fish tank. After a little more research, chameleons, or something similar, will be put in the other tank.



teacup bird feeder

## PROGRAMMING/YOUNG ADULT REPORT

### YA/Adult Programming Report

Zumba is still going at Bell Library every Monday.

Euchre is March 28th.

March programs were an Easter Bunny painting on wood and CPR program. The bunny program had 10 participants who made 12 bunny paintings.

CPR had 8 attending the program. I am planning on having another CPR program in September.

April's craft program demo is finished and on display. May and June's demos are finished.

May's program will be a teacup bird feeder for the garden and June's will be a woodpainted U.S. flag.

Still working on my Teen Summer Reading Program, notebooks are made for recording their pages read and bulletin board display is made and ready to put up. Just received an email that Purdue will be donating some items for the teens. Yay.

Working on demos for the Teen Summer Reading program for this summer. I am planning on doing six DIY programs and possibly one program from an outside source. Also will be working on getting more donations.

Anime in March we had 24 teens in attendance.

Teen Gaming had 16 teens in attendance.

April's newsletter is finished and printed.

News articles are written and ready to send to Warsaw Times Union and Inkfreenews. Sent news articles promoting the paver bricks to the Times Union and inkfreenews.

Worked on YA book reviews, order was sent for March.

## MAINTENANCE

1. Motors on power vents have been replaced by Quine. Cost @ \$1,300.
2. Bell-X painted, next may be hallway to media then Children's Department



Groundcover behind building

3. What type of budget would you be acceptable with regarding the Reading Garden? Area needs to be completely re-mulched (black? Goes well with building) and weeds are beginning to smile.

All agreed that \$1,000 would be a good beginning budget for the area. This is only the 2<sup>nd</sup> year for the area and the first time for the Library to care for it.

4. Still planning on investigating alternatives to the HVAC unit above the Bell-X room.

#### DIRECTOR'S REPORT

1. No real computer repair time this month.

2. Additional Appropriation tabled by Kosciuszko County Council. SB to appear there at their April 14<sup>th</sup> meeting.

3. Painted Bell-X room. Need to hire a professional to finish painting the tall area in the clerestory.

4. Friends booksale scheduled for May 13 and 14.

5. Short discussion on hosting a pre-school at the Library. Additional information to be forthcoming.

#### UNFINISHED BUSINESS

1. Grievance section for Personnel Policy. For review purposes.

Discussed changing a committee of three to having the entire Board for the review. Director noted that four members gather for a purpose constitutes a quorum and thus would need to be advertised as an Executive Session.

Item will appear under Unfinished Business for the April meeting.

#### NEW BUSINESS

1. Discussion etc. regarding room re-utilization.

To date the most recommended option from the staff has been to move YA to the Bell-X room. Room can be set up to accommodate table/chair storage, programming space for YA and adults as well as space for studying etc.

Current YA area would be refurbished to be used for the "J" collection. Size appropriate shelving, seating and a study area (tables etc.) and re-painting as necessary.

Current Children's Department will also be refurbished (painting etc., walls are wanting for attention). Would also recommend removing the stage area (mostly 2x4s and plywood), to accommodate moving the desk in the department to that area (stage) as well as for additional shelving. Programming can still be held in the room, as well as in the large conference room. Desk would be moved for better control of both the existing Children's room and the new "J" area. Some additional wiring etc. will be required.

No action.

2. Regardless of #1 above, plan to investigate the potential of painting the dark blue/green wallpaper along the hall to the media department, not down the senior hallway. Am investigating how to put latex paint onto wallpaper and it can be done if an oil based primer is put down first. Will try on a very small portion near the senior center first to see how it does. Probably same color as Bell-X room is right now as well as painting the door frames gloss black.

No action.

3. Have put our building insurance out to be re-quoted. Two quotes are being provided to us by our current carrier Clevenger Insurance from Warsaw. The policies for us to consider will be from Liberty Mutual (have received this one) and Acuity (pending). I also requested information from The Healy Group in South Bend. Their quote from Selective Insurance is about \$2,000 less than that from Liberty Mutual. Our policy is up for renewal on April 1. I would like permission to proceed with whichever policy is the most beneficial for us regarding coverage and costs.

Director requested guidance as to how the Board would like to proceed. Was recommended by the Board President to have the entire Board make the decision. Director will contact all when final prices are received in a day or so.

#### OTHER BUSINESS

1. Board President remarked on a discussion held some time ago regarding the amount of money the Director is saving the Library by doing a majority of the computer work himself. In that discussion it was noted that consideration could be given at a later time in regard to a small increase in pay for these duties. Roger noted an approximate amount of \$18,000.00. The Director noted that in lieu of a raise that an additional week of vacation would be preferred over a raise.

At this point the Director had to excuse himself from the meeting for a short time, but the discussion continued.

After the discussion it was moved by Dick Webb and seconded by Kylene Crabb that an additional week of vacation leave be granted the Director and that his salary be increased by \$1,000 beginning in April. Carried.

#### PAYMENT OF CLAIMS

Moved by Dick Webb and seconded by Larry Yeiter that the claims be allowed as presented. Carried.

#### ADJOURNMENT

Meeting adjourned at 7:30

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Roger Moriarty, President

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Kylene Crabb, Acting Secretary