

**MINUTES OF THE  
BELL MEMORIAL PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
MONDAY, FEBRUARY 26, 2018  
6:30 p.m. Local Time**

AGENDA

The meeting was called to order at 6:30 by President Honey Kuhn.

PRESENT

Honey Kuhn, Dick Webb, Jill Gross, Larry Yeiter, Lee Ann Rock, Sandi Schaeffer, Kylene Crabb and Stephen Boggs.

MINUTES

Moved by Jill Gross and seconded by Sandi Schaeffer that the minutes of the January meeting be accepted. Carried.

PUBLIC COMMENTS

TREASURERS REPORT

Filed for audit.

CHILDREN'S DEPARTMENT REPORT

Twelve children made the February - Valentine craft on February 10.

A total of 21 children have attended story hours during February.

I helped Billie with the adult craft night on February 15.

Teaching Junior Achievement at Mentone has been a lot of fun and I have agreed to teach another session at Akron beginning in March. The students seem to be enjoying it and learning a lot.

I have begun planning for summer reading club. The theme is 'Libraries Rock'. I will be doing a lot with music. Several prizes have been ordered as well as some books to go along with the theme.

PROGRAMMING/YOUNG ADULT REPORT

Inventory is completed in the YA Room.

Valentine's Craft Saturday had 12 kids in attendance.

Creative Corner had 4 ladies in attendance. We have changed the date for crafts to the following Thursday since the museum is holding bingo on the same Thursday in March in hopes that attendance goes up.

New YA books have been moved to the YA Room from the main library.

## MAINTENANCE

1. With over 5" of rain we did experience a bit of water leakage. In the garden area the soil has sunk near the back part of the building and water seeped in under the foundation in the Large Conference Room. A bit of landscaping will take care of this in the spring, but the windows also leaked so they should be re-caulked as well.

Windows in the Young Adult room near its main entry leaked a bit (bit of caulking in Spring should help), but this has been a problem whenever it rains from the south.

2. Starting in spring recommend that we have done the following: power wash building, wash exterior windows, landscaping from above etc. We discussed some of these at a previous meeting.

Attached to the minutes are photos of additional items that are needing attention.

## DIRECTOR'S REPORT

1. Final budget orders have been received:

Operating Fund ..... \$415,894.00

Tax Levy        \$249,108.00

Tax Rate        \$.1494

Rainy Day Fund ..... \$11,127.00

No tax levy or rate

Debt Service (mortgage) ..... \$42,792.00

Tax Levy        \$31,347.00

Tax Rate        \$.0188

2. Had a demonstration of the accounting package for Libraries by AVC. We will also be having a demonstration by Boyce for their Keystone product.

3. Have begun purchasing items for/from the Tucker grant. So far: Listening Center for Children's Department, Kindle Fire for Kids, "STEM" toys/games for use in-house as well as for circulation. Now preparing the X-Box for use in the Teen Room. Plan on switching how we store/circulate games. All games will be held in the Media Room and checked out (for in-house use only). Also purchased a cable lock system for both the Kindle Fire and the X-Box.

4. Still working on procedures manual. Working now on how to use one of our software products for joining/separating etc. .pdf documents finished and e-mailed how to help patrons print from Yahoo and G-mail, as well as how to print from our Outlook Web App.

5. Staff are continuing to weed collections and I am going through and checking items prior to their withdrawal.

6. Honey to sign Indiana State Library signature page for annual report.

UNFINISHED BUSINESS

NEW BUSINESS

1. Hearing for Additional Appropriation.

Motion to adopt resolution for the Additional Appropriation was made by Jill Gross and seconded by Dick Webb. Carried.

OTHER BUSINESS

PAYMENT OF CLAIMS

Moved by Sandi Schaeffer and seconded by Kylene Crabb that claims be approved. Carried.

ADJOURNMENT

Meeting declared adjourned at 7:06.

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Honey Kuhn, President

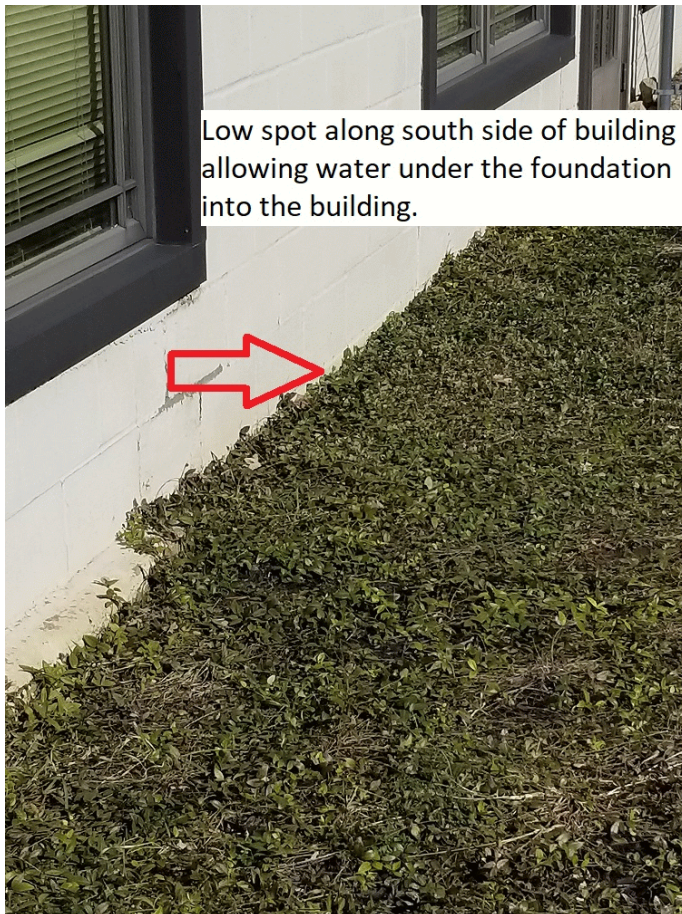
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Sandi Schaeffer, Secretary





Crack along SW corner of building. Looks like where a sliver of cinder block was inserted?



Low spot along south side of building allowing water under the foundation into the building.



Also, caulking along/around windows in back of building as well as ALL windows in clerestory.

Paint back of building at least.

Powerwash building.

Wash windows.

General painting inside.

Probably more later.