

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

CALL TO ORDER

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

PRESENT

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

GUEST

Roger Morarity

MINUTES

Moved by Larry Yeiter and seconded by Jill Gross that the minutes be adopted. Carried.

PUBLIC COMMENTS

TREASURERS REPORT

Filed for audit by Stephen Boggs.

CHILDREN'S DEPARTMENT REPORT

I am teaching JA at Akron Elementary one time a week.

I picked up the banner contest winners at the Akron Art League presentation on April 18. The art work is displayed in the hall. Parents have been told that they can pick up their child's work after June 1.

No one attended the kite craft.

Four children attended Lego Club.

Story time has been attended by 3-5 children each week.

I have been finishing plans for summer reading. All prizes are here and registration will begin May 21.

PROGRAMMING/YOUNG ADULT REPORT

Young Adults:

Teen Movie: "Jumanji, Welcome to the Jungle" - had 1 teen who attended.

Adults:

Creative Corner: Bird Feeders – had to reschedule for the following week. No one attended.

Have summer reading logs prepared and sign up sheets as well. Working on projects for the teens to make; Sharon has been helping me. Most of the prizes have arrived or been purchased. Preparing weekly press releases and making plans for displays.

## MAINTENANCE

1. Discuss issue with natural gas lines on the roof. One line seems to have become plugged. Have proposal to replace one line \$1,320, or replace all of the lines \$5,150.00

Questions were asked regarding what type of replacement pipe was to be installed. Director is to investigate.

Moved by Jill Gross and seconded by Dick Webb to proceed with the replacement of all of the rooftop natural gas supply lines with the condition that the replacement is using blackpipe and not a lesser material. Carried.

Note: Received this from Quine P&H 5/3/18 – *Schedule 40 black pipe all the fittings will be mega-press fittings. All new pipe and fittings will be cleaned and painted yellow per current NFPA gas codes.*

2. Leon Beery has begun work on maintenance issues that we discussed at a previous meeting. 4/30/18 Mr. Beery has most of the items on the list completed and will give us pricing for power washing the building and painting the south side of the building.

3. About 10 hours tech. Time.

4. Have contacted Ryan Costello (Certified Landscaping) about re-mulching the garden area and to have an additional proposal to remove the pea gravel and mulch the area in-front-of the building.

## DIRECTOR'S REPORT

1. Have purchased two gaming style office chairs for the Young Adult area and many posters for media and the hallway.

2. Received a proposal for a replacement server from Joe Tredway (just under \$8,000). Chester Tech will also be submitting a proposal. A company from Wabash haven't responded and I will not be following up.

3. Have completed Junior Achievement at Akron Elementary.

4. Working on procedures list for purchasing e-books.

5. Had a demonstration from Boyce for their accounting system. Their price is just under

\$11,000 vs. AVC under \$7,000. Currently looks more like AVC is looking the most promising.

6. Have sent six of our microfilm reels for testing to OCI (company in Oklahoma that does digitizing) for a cost proposal to digitize our microfilm. We applied and were denied a grant last year to purchase a microfilm reader/printer/digitizer, so this will be the next best thing. I have asked for not only the cost for imaging, but also to have Optical Character Recognition (OCR, allows user to search the image for particular words etc) performed as well. As soon as pricing information is received I will let you know.

04/28/18 Update: Just received pricing...see attached.

#### UNFINISHED BUSINESS

#### NEW BUSINESS

1. Need permission to close the Saturday of Egg Festival.

Moved by Sandi Schaeffer and seconded by Dick Webb that we close the Saturday of the 2018 Egg Festival and to skip the December meeting due to conflicts. Carried.

#### OTHER BUSINESS

1. Reminder – May meeting will be on Monday, May 21.

2. Discussed and recommended that Director post information about Memorial Bricks for the Reading Garden as well as donations for future digitizing of currently held microfilm.

#### PAYMENT OF CLAIMS

Moved by Jill Gross and seconded by Dick Webb that claims be allowed as presented. Carried.

#### ADJOURNMENT

Meeting adjourned at 7:29 p.m.

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Honey Kuhn, President

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Sandi Schaeffer, Secretary