

**MINUTES OF THE
BELL MEMORIAL PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
MONDAY, OCTOBER 15, 2018
6:30 p.m. Local Time**

CALL TO ORDER

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

PRESENT

Honey Kuhn, Dick Webb, Larry Yeiter, Lee Ann Rock, Stephen Boggs.

MINUTES

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

PUBLIC COMMENTS

TREASURERS REPORT

A transfer request within category for \$1,000 from line 100.3.01 Telephone and Internet to Line Repairs Buildings and Structures line 100.3.05. Moved to approve by Lee Ann Rock and seconded by Larry Yeiter. Carried.

CHILDREN'S DEPARTMENT REPORT

None due to early meeting.

PROGRAMMING/YOUNG ADULT REPORT

None due to early meeting.

MAINTENANCE

1. Landscaping project is complete (just a few stakes to still put in). Approximate cost less than \$2,500. Remind me to call Roger and have him take a gander at it.
2. South side of building has been painted.
3. Concrete bands around building look absolutely horrible. Painter had power washed the south side of the building prior to painting and I told him to do the concrete bands around the building. He was expressly told to not even think of touching the stucco. He was to wash by hand a select few sections of the stucco where green moss was growing (north side).
4. Fall decorations/displays installed in main entry and reception area.
5. Working on repairs to north wall in children's building (where bulletin boards were). Had to install sheets of Lauan to cover damage to the wall. Will soon get the area

primed and finally painted with chalkboard paint (black).

6. Closed up booksale.

7. Had a detailed meeting with Jennifer McBride and two other representatives from School Specialty Services. They are working with me on an overall plan for the children's department (including carpet). The part of their plan that I like is that we can pick and choose the elements we can afford now and save the other elements for a later time.

Have not forgotten about Tanglewood Designs that was recommended at the last meeting.

DIRECTOR'S REPORT

1. Attended a mini-conference sponsored by the Libraries Serving Communities (LSC is a formal group of Libraries in northeast Indiana). Topics for the day were incivility by staff to patrons and its deleterious effect on the public's perception of the Library. Worked on ways to counter incivility in the workplace etc.

2. We will be participating at the "Carnival" at Mentone Elementary, but I need to know whom to contact so I won't be a surprise when I get there.

3. Starting after January we will be doing Booktalks at Mentone Elementary. We'll be contacting teachers in November/December to set up a schedule.

4. Elyza Oswald will be taking on more hours to work with the teen department. She is already planning on beginning a book club for teens, but is going to go to the middle school and introduce the plan to the kids. Physical presence introducing the program is much better than a poster or an e-mail.

5. Director and Sharon will be participating with Junior Achievement this fall.

6. The booktalks, book club and JA all work toward re-introducing the Library to the community.

7. Would like to discuss an opportunity to purchase a refurbished photocopier.

After a discussion moved by Larry Yeiter and seconded by Dick Webb to purchase the refurbished copier for \$5,390. Carried. Note that Director is to inspect unit prior to final purchase.

8. Have not forgotten about last month's discussion about digitization.

UNFINISHED BUSINESS

Discussion and adoption of the 2019 budgets.

Moved by Dick Webb and seconded by Lee Ann Rock to adopt the 2019 budgets as prepared, presented and advertised. Carried.

NEW BUSINESS

OTHER BUSINESS

1. November last meeting for two very longtime and accomplished members...THANK YOU!!
2. Wages and salaries will need to be finalized at the November meeting. Director will have a proposal for the rest of the staff, but Trustees will need to decide that of Director.
3. First meeting in January we will hold a special meeting for purposes of forming as a Board of Finance immediately after the regular meeting.
4. January – elections for officers.

PAYMENT OF CLAIMS

None due to early meeting.

ADJOURNMENT

Meeting adjourned at 7:04.

Honey Kuhn, President

Lee Ann Rock, Acting Secretary