

**MINUTES OF THE
BELL MEMORIAL PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
MONDAY, JUNE 24, 2019
6:30 p.m. Local Time**

CALL TO ORDER

The meeting was called to order by President Dick Webb at 6:30 p.m.

PRESENT

Dick Webb, Larry Yeiter, Lee Ann Rock, Sandi Schaeffer, Stephen Boggs.

MINUTES

Minutes of the May meeting were distributed. Moved by Sandi Schaeffer and seconded by Larry Yeiter that the minutes be adopted. Carried..

PUBLIC COMMENTS

TREASURERS REPORT

1. Director has information regarding questions from claims last month as well as why there were zeros across the lines in some of the financial reports.

Balance of report was filed for audit.

CHILDREN'S DEPARTMENT REPORT

June has been a busy month is the children's department. Sixty-six children have signed up for the summer reading program. About 40 of them have been actively participating. They seem to be enjoying the prizes and candy bars.

Attendance at the activities has been good. About 15 children made space mobiles. Thirty made bath bombs and 30 made moon sand. The movies have been attended by 6-15 children each week.

Planning has begun for story hours beginning again after summer reading club is complete.

PROGRAMMING

Creative Corner was cancelled for this month due to summer reading program. We will resume in July.

I currently have 34 participants in the adult summer reading program. So far, everyone participating is enjoying the prizes they are receiving. We listed and displayed the prizes being offered and I believe it has brought in more participants as I have almost doubled the total from last year.

Working on an updated business listing page for Mentone to be uploaded to the Community links page on our website.

YOUNG ADULT REPORT

May 21st was Teen Book Club, I only had one teenager attend. I'm not sure if we'll keep having book club through the summer, I'll bring it up at our next meeting.

May 28th was the first day for signing up for the Summer Reading Program, June 3rd was the official start of the program. So far I have 18 participants!

June 6th I had my first craft for the SRP, we made tiny light up planets using ping pong balls, battery powered tea lights and paint. I opened it up to more ages and had 12 people making planets!!!

June 13th Sharon Kindig and I had a crafts together, she did bath bombs and I did galaxy slime. It was a huge success! I got a little overwhelmed so did not get an exact head count, but I think I had at least 50 participants.

June 20th we made constellation art, by sewing on black paper. I had 20 participants for that program. Next weeks teen craft is a two part craft, so we started it today. I had 4 kids start that.

MAINTENANCE

1. Circuit boards are beginning to fail on our electronic sign. In the past two months we've had to replace the wireless antenna (\$1,000) and one of the 64 circuit boards (\$1,000). Each board could run as much as \$900+ installation. Sign was installed in 2010 and cost \$49,735.00.

I'm not keen on wasting money on a unit that is going to begin failing month after month, but I'm also not keen on depleting our Gift Fund by more than \$50,000. I've requested a quote on just replacing the currently bad circuit board as well as a separate quote for replacing the entire sign. I'll also be looking at options and alternatives. I'm hoping we can just have new "innards" installed at a considerably lower cost.

Indiana Signworks Proposal #1	\$31,499.00
Indiana Signworks Proposal #2	\$29,605.00

Spoke to a rep from Graycraft Signs in Warsaw and they too are going to provide to me a quote. I'll also have Indiana Signworks re-quote and specify I would like the sign "refurbished," but I need to make them explain to me what their version of refurbished is.

Director will report later on further findings and another potential repair quote.

2. The exterior door to the storage room is requiring replacement. The very bottom of the door fell off a week ago. I have put a rubber sweep at the bottom of the door to keep out critters and water. I've authorized Leon Beery to replace that door as well as the exterior door on the south side of the building. Cost will be just under \$2,000.00.

3. On a better note I purchased some new shelving (7 sets) for the media department. The room looks fantastic and I do not want to put in taller shelves until I'm completely forced to do so. Amazon had the lowest price @\$64 per unit = \$448.00.

4. Purchased an area rug for the "J" section (area near the ramp). I removed a short run of shelves to provide table space and more seating space. Cost of rug was \$200 versus \$400 at other retail places. I'm going to put in a very mild "makerspace" in the area with

things like a “Spirograph,” “Etch-A-Sketch,” and a “Lite Bright,” plus crayons/markers.

5. Contacted the architects about providing us with a quote for the children’s room. I initially contacted them right after our previous meeting. I clarified a few things and have heard nothing since. If I haven’t heard anything in two weeks and I’d like to proceed sometime soon. Carpeting is the most important thing to get done, painting can be done at any time and is easily changeable.

Director noted he will proceed with the plan for the Makerspace and will contact committee members to schedule a meeting regarding updates to the Children’s room.

6. Tech time @ 7 hours

7. Was noted that the bushes in the Reading Garden are past due for a good trim. Director will see to it.

DIRECTOR’S REPORT

1. Finished a “Makerspace” four week online course. Instructor REALLY likes our Teen Area and how we are going to incorporate a Makerspace area into it without necessarily taking away space from the Teens.

2. Attended an online budget and legislative workshop on June 17. A few things could affect us in 2021, but I’m not forecasting any big issues for 2020.

Draft copies of the 2020 budget were distributed to members.

3. We are members of TechSoup which is a not-for-profit established by Bill & Melinda Gates many years ago. We use TechSoup for software and some hardware. They currently have a package of 5 refurbished Dell Optiplex machines for just under \$2,000. The machines are approximately 5 years old.

Somewhat comparable machines from Dell Outlet (refurbished, returns etc.) are running just under \$700.00, but quantities vary from day to day. Would like authorization to spend up to \$2,000 on new computers. I do not yet have a firm timeline so it could be later this year that I purchase the units.

Moved by Larry Yeiter and seconded by Lee Ann Rock to authorize the computer purchases. Carried.

4. Have received the reappointment form for Kylene. Larry’s should be approved by the County Commissioners on June 25.

5. Two new staff members: Natalie Norris and Nickole Dennis.

UNFINISHED BUSINESS

NEW BUSINESS

OTHER BUSINESS

PAYMENT OF CLAIMS

Moved by Sandi Schaeffer and seconded by Larry Yeiter that claims be approved for

payment. Carried.

ADJOURNMENT

Meeting adjourned at 7:11.

Dick Webb, President

Sandi Schaeffer, Secretary