

Crawfordsville District Public Library Board of Trustees Board Meeting Minutes – August 9, 2019

Monthly Board Meeting for August

Mr. Keim called the meeting to order at 4 p.m. Present were Mr. Keim, Board President; Mr. Cherry, Vice-President; and Ms. Brooks, Secretary. Other trustees present were Ms. Stull, Ms. Smith; and Ms. Stocks. Mr. Littell, board treasurer, joined the meeting during New Business. New Library Director Ms. Theresa Tyner and Ms. Wilson, Assistant Director, were also present.

Minutes: Ms. Stull made a motion to accept the minutes, seconded by Ms. Brooks. Motion carried.

Claims: Ms. Tyner presented claims of \$148,186.50 with brief explanations. Ms. Smith made a motion to accept the claims, seconded by Ms. Brooks. Motion carried.

Committee Reports: Ms. Brooks presented highlights of the July 15, 2019 meeting of the Main Street Board. A proposal has been submitted to MCCF for holiday décor at Pike Place, an open house is planned for downtown property owners to receive grant opportunity information through Indiana Landmarks, and an Alley Art Project will create an art space in the alley next to Milligan's. Octoberfest will be September 28th. Downtown Development week will be October 6th through 12th. The full report is appended to the minute book. The Park & Rec Board has not yet met so Mr. Keim had no report. Board members expressed their appreciation to Ms. Tyner for sending the board packet out early in electronic format for advance review.

Old business: HVAC project work continues; a chiller motor was replaced by Johnson Controls yesterday and A.A. Huber will be working through next week to correct the piping on existing units.

Director's Report: Ms. Tyner pointed out rise in circulation over last year but lower numbers compared to last month and this month five years ago. Interlibrary loan numbers were 64 items borrowed and 88 items loaned. Ms. Bauerle of Indoff was consulted for input on reconfiguration possibilities and furnishings for the director's office area. Two patron blue-card compliments were presented regarding the Reference & Local History Department. Ms. Stull noted that the grounds of the library look well-kept, and commended the CMMC for including "Hidden Figures" in the NASA Day observance. Ms. Stull observed that the Reference/LH Department must be performing well to receive a \$200 donation, and felt the attendance for Mr. Steve's Space and Flight show was good. Ms. Brooks shared a conversation with a local resident who raved about CDPL's children's programming. The 1000 Books Before Kindergarten announcement for 4-year-old Ms. Leaming was given to all trustees with a poem written by her family that praises the library's role in her literacy development.

Financial Report: Ms. Tyner presented the complete financial report, appropriation report, and bank balances through the end of July. Bank balance report only was included for the beginning of the month of August. Mr. Littell, board treasurer, had met with Ms. Tyner and recommended the change. All claims were reviewed by the treasurer prior to the board meeting, and the warrants were signed prior to the meeting, a change from previous practice.

New Business: Ms. Tyner presented, explained, and answered questions regarding the proposed budget for 2020, which had been previously reviewed with the Board Treasurer and Assistant Director. Ms. Tyner, Mr. Littell, and Ms. Wilson met with the DLGF representative regarding the 2020 budget on August 5. Work toward a new employee policy was identified as a priority for the near future. Ms. Stocks has registered for the Library Trustee summit on August 16th. Ms. Tyner also observed that there was currently no policy governing reimbursement of mileage.

The biannual State Board of Accounts audit has been concluded and the final meeting will be scheduled in the next week or two.

The Public Hearing for the budget will be held September 10 at 6 p.m. at the County Jail. The Adoption Meeting for the budget will be October 8 at 9 a.m. at the Montgomery County Courthouse.

Public Comments: No public comments.

Adjournment: Ms. Stull moved to adjourn, seconded by Ms. Brooks. Meeting adjourned at 5:03 p.m.