

Crawfordsville District Public Library Board of Trustees minutes, June 10, 2021

Monthly Board Meeting for June

President Keim called the monthly meeting of the Board of Trustees to order at 4 p.m. in Donnelley Room. Trustees present were Ms. Stull, Ms. Stocks, Mr. Littell, President Keim, and Dr. Benedicks. Mr. Mitchell and Ms. Helms were absent. Ms. Marilyn Smith attended her first meeting, although she has not yet been officially appointed to the board. Ms. Tyner, library director; and Ms. Steelman Wilson, library assistant director; were also present. Ms. Nancy Bennett, League of Women Voters observer, also attended the meeting.

Minutes: Ms. Stocks made a motion to accept minutes from the May 13 meeting, seconded by Mr. Littell. Motion carried.

Claims: Ms. Tyner presented claims of \$311,023.76 for the period of May 17, 2021 to June 15, 2021. Mr. Littell motioned to accept the claims, seconded by Ms. Stocks. Motion carried.

Committee Reports: Ms. Tyner will attend her first Main Street Board meeting on June 21st. Mr. Keim reported that the Park Board met June 9. The Kathleen J. Steele Park dedication had a great turnout. The MCCF requested that people bring food items for the Nourish Program and they received 787 items. An estimated 450 people attended the Friday Night Pike Place event. The pool may have limited capacity and hours due to a shortage of lifeguards. Sunshine Vans is looking for new drivers. Day trips will be starting again soon.

Old Business: New trustee Ms. Marilyn Smith awaits appointment by the Crawfordsville Community School Corporation, expected at today's school board meeting.

Director's Report: Ms. Tyner reported that the circulation numbers continue to rise, although they are short of the levels from five years ago.

Meeting rooms have reopened, so we have some statistics for meeting rooms again. Ms. Tyner and Ms. Wilson met with Ms. Lisa Guckes and Ms. Dawn Bonebrake regarding steps to further open meeting rooms. Food will be allowed, but social distancing will continue to be requested.

A social media policy update is being prepared for next month.

The library will be changing signage to reflect a change in face covering requirements and continue to use clear barriers between staff and patrons at service desk.

Ms. Tyner has received the most recent statement on energy savings resulting from the HVAC project, indicating a one-year savings in excess of \$8,000.

Ms. Tyner has signed a letter of agency to allow the EdgelT team to proceed with working with AT&T on behalf of the library.

Ms. Tyner has been notified that the Spring tax settlement was sent to us by ACH.

Financial Reports: Ms. Tyner presented the financial reports for May of 2021. The Operating Fund has 59.7% left to be expended for the year. The library continues to expend in repairs and maintenance above budgeted amounts, but shortfalls can be made up from other categories at year end.

New Business: Ms. Stull motioned to propose a slate of officers: Mr. Keim as President, Dr. Benedicks as Vice-President, Mr. Littell as Treasurer, and Ms. Stocks as Secretary and Assistant Treasurer. Ms. Stocks seconded the motion. Motion carried. Committee appointments will continue as is, Ms. Tyner is now the library representative on the Main Street Board, and Mr. Keim is the representative on the Park and Rec Board. Ms. Tyner also attends the Friends of CMMC meetings.

Ms. Tyner presented the budget calendar for 2021 for the board's review.

Ms. Tyner brought an updated quote for a York Chiller Spare Pump Assembly in the amount of \$6,171. AA Huber has recommended purchasing an assembly ahead of time due to its – at minimum – 3-week lead time. After some discussion, Mr. Littell motioned to purchase the pump assembly, with Mr. Keim seconding. Motion carried.

Ms. Tyner provided the board members with ethics and conflict of interest forms.

Ms. Stull introduced the board to Ms. Marilyn Smith, who will be replacing Ms. Stull on the board. Ms. Smith shared that she has loved using the library for many years. The board members welcomed her to the board.

Public comments: Ms. Bennett encouraged sharing of the League of Women Voters' 2021 Government Directory.

Dr. Benedicks said her children were thrilled to be in this year's Summer Reading Program.

Adjournment: Dr. Benedicks motioned to adjourn, with Ms. Stocks seconding. The meeting adjourned at 4:39 p.m.