

Crawfordsville District Public Library Board of Trustees minutes, September 23, 2021

Public Hearing for Proposed 2022 Budgets

President Keim called the public hearing on the proposed 2022 budgets to order at 4:06 p.m. No members of the public were present. Trustees Mr. Keim, Dr. Benedicks, Ms. Smith and Mr. Littell were in attendance. Ms. Tyner, library director; and Ms. Steelman Wilson, library assistant director, were also present. There being no public questions or comments, Mr. Keim adjourned the meeting at 4:09 p.m.

Monthly Board Meeting for September

President Keim called the monthly meeting of the Board of Trustees to order at 4:15 p.m. in the Donnelley Room. Trustees present were Mr. Littell, President Keim, Ms. Smith, and Dr. Benedicks. Ms. Tyner, library director; and Ms. Steelman Wilson, library assistant director; were also present. Trustees Ms. Stocks, Mrs. Helms, and Mr. Mitchell were absent.

Minutes: Mr. Littell made a motion to accept minutes from the August 12 meeting, seconded by Ms. Smith. Motion carried.

Claims: Ms. Tyner presented two sets of claims: of \$183,513.96 for the period of July 16, 2021 to July 31, 2021 and \$260,957.73 for the period of August 14, 2021 to September 21, 2021. Mr. Littell motioned to accept the claims, and Dr. Benedicks seconded. Motion carried.

Committee Reports: Ms. Tyner attended the Main Street Board meeting. Oktoberfest will be held October 2 from 10-4 p.m. The East Main Alley Mural should be started this week. The full report will be included in the minute book. Mr. Keim reported that the Park Board did not meet this month.

Old Business: Ms. Tyner said that the Library's oversight Fiscal body for 2022 is the County Council in the event that the library enters binding review or requires additional appropriations. Ms. Tyner presented the Memorandum of Understanding between the CDPL Board of Trustees and the Friends of the Carnegie Museum of Montgomery County. Mr. Littell motioned to approve, with Dr. Benedicks seconding. Motion carried.

Director's Report: Ms. Tyner reported that the second floor reference desk has been moved and that both staff and patrons love it in the new location. The newer configuration allows better sightlines and hides some of the cracked floor tiles.

A Circulation Policy is in progress and should be presented to the board in October.

The Reference Department is working with Wabash College to add two interns.

Phone project is progressing and we are now waiting on the numbers to be ported by AT&T.

Ms. Tyner and Ms. de Assis-Wilson will be working on establishing new wireless printing service soon.

Taxpayer notices have been posted to Gateway for 2022 budgets.

Two Book sales have happened since the last board meeting. The August 14 sale raised \$547.20, and the September 11 sale raised \$559.

Financial Reports: Ms. Tyner presented the financial reports for August, 2021. Ms. Tyner noted the operating fund is under \$400,000 but will last through the year. With 33.3% of the year left to go, the Operating Fund has 35.8% to be expended.

New Business: Ms. Tyner prepared an update to the Service and Replacement Fees Policy, with the updates in red. Mr. Littell motioned to approve the Fees policy, seconded by Ms. Smith. Motion carried.

Ms. Tyner also presented an update to the previous Credit Card Resolution. Mr. Littell moved to increase the credit limit for the account to \$10,000 and adding a credit card for Ms. Tyner. Dr. Benedicks seconded. Motion carried.

The board received an update to the 2021 Holidays and Closings Schedule, adding Sunday, December 26 as an additional closed date and paid holiday. Also, the CMMC requested to close the Museum to the public on December 29th and 30th. Mr. Littell motioned to approve both changes. Dr. Benedicks seconded the motion. Motion carried.

Ms. Tyner presented the proposed 2022 Holidays and Closings schedule, and also requested a day to close for staff development, likely to be held in May or November, the date to be determined later. Dr. Benedicks motioned to approve the requests, with Mr. Littell seconding. Motion carried.

Ms. Tyner brought the Masonic Cornerstone's Festival of Trees to the attention of the board. Organizations may sponsor Christmas Trees and decorate them as a fundraiser to restore the historic Masonic Temple Building. Mr. Keim suggested Ms. Tyner gauge the interest of the staff members to see if they are willing to decorate a tree, and see if a donor could be found to fund the cost of the tree.

Public comments: No public comments.

Adjournment: Dr. Benedicks moved to adjourn. The meeting was adjourned at 4:58 p.m.