

Wabash Carnegie Public Library Board of Trustees

Meeting of Tuesday, October 24th, 2023

5:30 p.m.

Wabash Presbyterian Church Fellowship Room

123 W Hill Street, Wabash, IN 46992

Wabash Carnegie Public Library Board of Trustees met in a regular session at 5:30 p.m. on Tuesday, October 24th, 2023. The meeting was at the Wabash Presbyterian Church Fellowship Room, 123 W Hill St, Wabash, IN, 46992. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a)(b). Members present were Bill Benysh, presiding; Rhonda Hipskind, Jim Widner; Jeff Knee; Charles Miller; Mary Jo McClelland; and Susan L. Baker. Ware Wimberly, Executive Director, was present.

CONSENSUS AGENDA

The Consensus Agenda was presented and approved.

- a. Approval of September 19th, 2023, Minutes
- b. Financial Report
- c. September Payroll
- d. October Claims

Action: Charles Miller moved, and Susan L. Baker seconded the motion to approve the Consensus Agenda with some minor grammar corrections. Motion passed.

PRESIDENT'S REPORT

Bill Benysh has sent out copies for the Director's evaluation. He requested that the completed ones be returned to him by October 31st, 2023.

COMMITTEE REPORT

Park Board

There was no report due to not having a quorum.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Construction Update and Costs Update

Construction is focused on the 1970s-built part, the new addition, and the downstairs lobby. The downstairs lobby is still not open to the public, which is frustrating from a public service perspective. Hamilton Hunter could not give a definite timeline or deadline for the downstairs lobby and elevator to be accessible again for public use. There was a recent meeting with M.K.M. about concerns with both wall colors and furniture with the renovation and new addition. Those concerns were discussed and to be addressed by M.K.M.

Some change orders were presented to the Trustees for discussion and possible approval. One change order was regarding the new wall construction and painting, where the original walls were removed for mold and asbestos. The painting price was reduced by approximately \$5,000 to \$6,000 from the initial ASI-07 pricing. The total quoted for the change order is \$24,703.00. This work was not originally in the construction costs estimates but occurred due to the need to remove mold and asbestos. Trustees approved to pay this change order of \$24,703.00.

Action: Mary Jo McClelland moved, and Susan L. Baker seconded the motion to approve the change order for new wall construction and painting (\$24,703.00). Motion passed.

Trustees also reviewed a change order request to repair the power out to the street lights that were removed during the demolition. The change order is for \$5,416. There was discussion on why it was not seen previously by the general contractor and if that was the responsibility of the library financially. Per communication from Ben McHugh of M.K.M. to Ware, the Board should not take any action regarding this change order, and none was taken.

Goals update

Ware provided an update of goals to the Trustees.

Vision of Post-Construction Library

Trustees reviewed a copy of the Vision of Post-Construction Library statement following recommended changes to the document's wording. Trustees reviewed the revised copy presented by Bill Benysh, Board President, and agreed for it to be the final vision statement.

Organizational Chart

Ware and the Trustees reviewed an updated organizational chart. There was a discussion about creating a hierarchy among the Circulation Assistants, with one being the head person under the Adult Services Librarian. Trustees discussed whether that should be a part-time position or a full-time position. A full-time Assistant Circulation Manager or Assistant Adult Services Manager, similar to the

ADJOURNMENT

The meeting adjourned at 6:35 p.m.

Action: Charles Miller moved, and Susan L. Baker seconded the motion to adjourn the meeting. Motion passed.

Respectfully Submitted,

Ware Wimberly III

Board of Trustees, Minutes, October 24th, 2023

Presented to the Wabash Carnegie Public Library Board of Trustees, read in full and adopted on November 21, 2023.

Wm Bump

[Signature]

Chm. Miller

Traygo Freeman

[Signature]

Rhonda Hyskind

ATTEST

Secretary, Library Board of Trustees