

## **WABASH CARNEGIE PUBLIC LIBRARY BOARD OF TRUSTEES**

The Board of Trustees of the Wabash Carnegie Public Library met in regular session at 5:30 p.m. on Tuesday, August 14th, 2018 in the library board room. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a) (b).

Members present were Board members: Jeff Knee, Susan L. Baker, Liz Hobbs, Mary Jo McClelland, James Widner, and Charles Miller. Excused: Bill Benysh. Also present were Ware Wimberly, Executive Director, and Joe Rayl, Information Services Manager.

### **CALL TO ORDER**

Jeff Knee opened the meeting at 5:30 p.m.

### **CENSENSUS AGENDA**

The Consensus agenda was presented.

Approval of July 17<sup>th</sup> and August 7<sup>th</sup>, 2018 Board minutes.

Financial Report - Trustees commented on pizza party for graduating student assistants was a great activity.

July (2018) Payroll

August Claims

**Action:** It was moved by Susan Baker and seconded by Liz Hobbs to accept the agenda. Motion passed.

### **PRESIDENT'S REPORT**

No report.

### **COMMITTEE REPORT**

No report.

## **OLD BUSINESS**

### RB Digital

Bethany DuBois presented proposal for library to have annual subscription to RB Digital adult audio titles which would be \$2,500 for one year. She showed a video summary of what RB Digital has to offer through the subscription: eBooks, magazines, visual media, comic books, etc. Bethany explained that WCPL would be interested in using RB digital specifically for audiobooks, Acorn TV shows, and graphic novels/comic books. Bethany explained the increase in audiobook demand at our library, as well as the stronger selection that RB digital offers over Hoopla, and their cost-effectiveness over OverDrive.

Trustees questioned the need for multiple e-platforms: OverDrive, Hoopla, Digital, as well as the possibility of consolidated all formats onto one platform. Bethany explains how the OverDrive consortium worked – purchasing the materials, versus the subscription based services: Hoopla, RB Digital.

Bethany showed costs differences between OverDrive and RB Digital.

Trustees questioned whether or not the money spent towards digital platforms should go towards physical books. Bethany explained that we are limited by our library's physical space, and that the digital format is the current trend, and that our patrons have requested more digital audiobooks. She also explained that physical audiobooks are in print for only so long, and when they need replaced, sometimes only abridged versions are available.

Trustees asked for specifics on how the technology works, and Bethany explained: devices, how to access audiobooks in cars, etc.

Ware explained we've only used half of the library's budget as of today's date, and that we have the money for more digital offerings.

**Action:** It was moved by Mary Jo McClelland and seconded by Charlie Miller to approve the subscription to RB Digital (Adult Audio Titles for one year) and for it to be reviewed upon a year's time. Motion passed.

### People Counter

Ware received a second quote on People Counter technology through Cottage Watchman that was over \$3,000 dollars. General consensus from Trustees is to table the issue of People Counter technology and quotes to some later time.

**Action:** It was moved by Susan Baker and seconded by Mary Jo McClelland to table some later time. Motion passed.

## **NEW BUSINESS**

### Advertise 2019 Budget

The budget (Operating + L.I.R.F.) for 2019 will advertised to increase by 3.1%.

**Action:** It was moved by Susan Baker and seconded by Mary Jo McClelland to approve advertising the proposed 2019 budget Motion passed.

### E-rate Resolution

Most libraries use this discounted rate on internet service, which is facilitated by the Indiana State library. In order to do so, Wabash Carnegie Public Library needs to remain in the consortium.

**Action:** It was moved by Charlie Miller and seconded by Susan Baker to approve the Resolution for Wabash Carnegie Public Library to join the Indiana State Library Consortium for Public Library Internet Access for E-Rate Year 22. Motion passed.

### Student Assistants

New student assistants have been hired with some our Student Assistants graduating from college and heading off to college/university. Athena Varner and Madeline Helsel have been hired to work in Youth Services while Madison Hecox has been hired to work in Circulation. All three are come high schools in the county.

**Action:** It was moved by Charlie Miller and seconded by Susan Baker to approve hires of Athena Varner, Madeline Helsel, and Madison Hecox as Student Assistants. Motion passed.

## **DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE**

### Ramp/Sidewalk along Canal Street

There is a gap between the sidewalk and grass along Cass St. – erosion. Will need addressed in the near future. Ware will contact Gaunt and Sons to get quote.

### Library Patron with No Trespassing Warning - concern

Ware spoke with an attorney from Downs, Tandy, and Petruniw, P.C. regarding a library patron who has been given a no-trespassing warning and some issues pertaining to the library patron. Ware explained the legal advice presented to him.

### Board of Trustee Appointment

Jim Widner has been appointed as a trustee. Welcome Jim!

### Wabash Founder's Day

The library is going to participate in the Founder's Day parade on September 18th. Ware discussed the option of closing the library on that morning so that all staff could participate, but was decided to keep the library open regular Saturday hours.

### Programming with Round Table

The library is partnering with Round Table on programming in October focused on celebrating 200 years of Mary Shelley's Frankenstein. Will have program information at the meeting.

### E-mail Migration

Intrasect has completed the e-mail migration to the cloud based Office 365.

## **OTHER**

Library patron Martin Duffey has passed away, and his family requested memorial donations be sent to Wabash Carnegie Public Library. Ware has been speaking with the Duffey family to determine how the family requests donation money to be spent. We thank the Duffey family for its generosity!

The hotspots are used constantly with continuous holds put on them. Ware discussed a case where one of our hotspots have may have been used to view pornography. Ware spoke with T-mobile to find out some options for web filtering. Web Guard and CIPA filtering are two options offered by T-mobile. Following discussion with Trustees, the Web Guard filtering will be implemented on the hotspots.

## **ADJOURNMENT**

**Action:** It was moved by Susan Baker and seconded by Charlie Miller to adjourn the meeting at 6:55p.m. Motion passed.

Respectfully Submitted,

Joe Rayl, Information Services Manager

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Ware W. Wimberly III, Director