

Wabash Carnegie Public Library Board of Trustees
Meeting of Tuesday, August 16th, 2022
5:30 p.m.

The Board of Trustees of the Wabash Carnegie Public Library met in a regular session at 5:30 p.m. on Tuesday, August 16th, 2022. The meeting was at the Falls Cemetery Chapel at 745 Falls Avenue, Wabash, IN, 46992. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a)(b). Members present were Charles Miller, presiding; Jeff Knee; Bill Benysh; Rhonda Hipskind; Jeff Knee; Mary Jo McClelland; and Susan L. Baker. Jim Widner was present on Zoom. In addition, Ware Wimberly, Executive Director; Cody Abbott, Circulation Manager; and Tasha Veal, Circulation Assistant, were present at the meeting.

CALL TO ORDER

Charles Miller called the meeting to order at 5:30 p.m.

PRESENTATION/OVERVIEWS(S):

Circulation Policy (Cody Abbott Presenting Proposed Changes)

Circulation Manager Cody Abbott presented a breakdown of charges that still are on patrons' accounts from the 1990s until 2019 or 2020 when the library became fine-free. These charges are for such things as overdue books and lost or damaged items. The library's current system doesn't take off these charges until either the fine is paid or the library clears an account. Cody reported that the library would not reclaim the money in most cases, and the charges act as a barrier to patrons who have not used the library in years and who want to check out new material. The trustees discussed waiving all of the fines from the time before the library became fine-free and agreed to do it.

Action: Mary Jo McClelland moved, and Rhonda Hipskind seconded the motion to waive all fines before the current fine-free policy went into effect. Motion passed.

Cody also proposed that the library change the circulation policy to allow holds, one renewal on new, and two renewals on old DVDs and Blu-Ray discs.

Action: Rhonda Hipskind moved, and Mary Jo McClelland seconded the motion to approve the proposed changes to the Circulation Policy regarding DVDs/Blu-rays. Motion passed.

CONSENSUS AGENDA

The Consensus Agenda was presented and approved.

- a. Approval of July 14th, 2022 Minutes
- b. Financial Report
- c. July Payroll

d. August Claims

Action: Susan L. Baker moved, and Mary Jo McClelland seconded the motion to approve the Consensus Agenda. Motion passed.

PRESIDENT'S REPORT

No report was given.

COMMITTEE REPORT

No report was given.

NEW BUSINESS

2023 Budget

The Trustees and Ware discussed a proposed budget for 2023. Following a budget workshop Ware had with the Indiana Department of Local Government Finance, the library must have the Wabash City Council hold a public hearing and adopt the library's 2023 budget due to the bond the library anticipates issuing later in the Fall. With this new information, Trustees discussed how much to increase the Operating Budget for 2023, realizing there would be some property tax revenue loss due to property tax caps. A range from 3% to 4.9% was by Trustees in terms of a percentage. Trustees decided on a preliminary increase of 3.9% but wanted some more clarification on the overall budget before making a final decision. Trustees decided to revisit the 3.9% increase and overall proposed budget at an additional meeting before the regular September meeting.

Action: Susan L. Baker moved, and Mary Jo. McClelland seconded the motion to table the determination of the 2023 budget until a meeting before the regular September Board meeting. Motion passed.

Technical Service Manager

Ware recommended that Victoria Dolmanet replace Bethany Dubois, who recently resigned, as Technical Services Manager. Victoria has been Bethany's assistant for several years and has done an outstanding job. She just completed her Master of Library Science degree and was recommended by Bethany.

Action: Rhonda Hipskind moved, and Jeff Knee approved Victoria Dolmanet as the library's new Technical Services Manager following Bethany DuBois's resignation. Motion passed.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Farlow House:

The trustees discussed the current status of the Farlow house. Due to its deteriorating condition and the library's unsuccessful attempts to find someone to buy and move the house, the trustees decided that the time had come to raze it. Jeff Knee informed the board about Indiana Landmarks' offer to salvage what it could before the house was demolished. Then the trustees discussed whether other parties might be interested in going through the house before it is demolished. A public auction of the contents of the house also was discussed. Ware will begin to request quotes for demolition

Staff Turnover

Besides Bethany Dubois's resignation, Sophie Trusty's last day is August 16th, and Katie Singleton will be leaving soon to take a job as a full-time teacher with the Metropolitan School District of Wabash County. The library will advertise for Sophie's and Katie's replacements as soon as possible.

In-House Workshop

The staff had an in-house workshop on Wednesday, August 3rd, and Ware thanked the trustees for their participation in the morning session. There were frank discussions on experiences dealing with the COVID-19 pandemic and moving forward with construction and renovation. In the afternoon, the Wabash Fire Department presented AED training, and that was followed by refresher lessons in genealogy, local history, and other library procedures.

Calendar link:

Ware is working on filling in a Google calendar and has sent the trustees an invitation so that they can connect to it.

Board By-Laws

Ware presented an updated copy of the Library Board By-Laws following changes approved at July's Board meeting.

Bat in Library

A bat has been flying into the library's fireplace. Ware called Matthew King of M&D Wildlife Services, who found that the bat wasn't roosting in the fireplace. Matthew will put caps at the top and bottom of the fireplace to keep bats and other animals from getting into the library.

Elevator Modernization Project

The elevator project will not start on August 22nd, as hoped. Otis Elevator, Hamilton Hunter, and MKM are trying to finalize a schedule. Ware will update Trustees as soon as that information is completed.

ADJOURNMENT

Meeting adjourned at 7:28 p.m.

Action: Susan L. Baker moved, and Rhonda Hipskind seconded the motion to adjourn the meeting at 7:28 p.m. to adjourn. Motion passed.

Next Meeting: Tuesday, September 20th at 5:30 p.m.