

WABASH CARNEGIE PUBLIC LIBRARY BOARD OF TRUSTEES

The Board of Trustees of the Wabash Carnegie Public Library met in regular session at 5:45 p.m. on Tuesday, January 19th, 2021 on the second floor of the library building. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a) (b).

Members present were Board members: Charles Miller, presiding; Bill Benysh, Susan L Baker, Jim Widner, Mary Jo McClelland, and Jeff Knee. Also present were Ware Wimberly, Executive Director; Lena Cordes, Student Assistant; Jordan Tandy, Attorney. Sara Peterson was in attendance through Zoom.

Call to Order:

Charles Miller opened the meeting at 5:45 p.m.

Board By-Laws

The current Board By-Laws were reviewed due to an appointment by the Wabash City School Board. The current appointment has a direct family relationship with a current employee which would not allowed by the Library's By-Laws. Attorney Jordan Tandy who represents the Wabash City School Board was in attendance and presented a proposed change to the library's By-Laws. The current policy is a fairly strict version and State Standards do allow a less strict version. Ware had communicated with attorney Mark Guenin also about the proposal put forth by Jordan Tandy on behalf of the School Board. Mark concurred that this was an acceptable as a revision for the Library Board per its By-Laws.

The Board discussed the pros and cons of changing. The appointee has a strong passion for the library. There was concern expressed on whether this could cause a predicament for future appointments with nepotism conflicts. It was decided to revise the By-Laws to a recommend version proposed by Jordan Tandy and reviewed by Mark Guenin. Rhonda Hipskind will replace Stephen DaFoe as one of two Board appointments from Wabash City Schools Board. Sara Peterson also provided feedback on the proposed revised By-Laws too.

Action: It was moved by Bill Benysh and seconded by Jeff Knee to amend the Board By-Laws with the recommend version of the nepotism section. Motion carried

CONSENSUS AGENDA

The Consensus Agenda was presented and discussed

- a. Approval of December 15th, 2020, Minutes
- b. Financial Report
- c. December (2019) Payroll
- d. January Claims

There was discussion on reimbursement in general for staff who take library science classes for library certification purpose. The library reimburses staff who take those required courses only for certification purposes. Staff can complete those courses through Ivy Tech State College or Indiana University's School of Informatics. There is a cost difference between the courses the two schools offer. Unfortunately, the classes from Ivy Tech can't transfer to the Indiana University's School of Informatics. Trustees discussed if it should set a cap and asked Ware to bring a comparison of the cost between Ivy Tech and Indiana University courses. Another factor to consider with this topic is that Wabash Carnegie Public Library could become a Class C level public library due the City's population mostly being under 10,000 pending the Census 2020 results. It as agreed to discuss this topic at a later date when more information is available.

Action: It was moved by Susan L. Baker and seconded by Bill Benysh to approve the Consensus Agenda. Motion passed

PRESIDENT'S REPORT

No report

COMMITTEE REPORT

Bill Benysh reported discussion on the Park Board about the StoryWalk. There are concerns about various strangers making staff uncomfortable and scaring patrons away. The police department will try to increase patrols there and Adam Hall could be free to assist with any set up by library staff. Bill also talked to Adam about paving for the Story Walk and Adam was going to check on a quote for such a project.

OLD BUSINESS

Personnel Policy/Personnel Background Check

Ware presented a revised Personnel Policy with some a few revisions. The revisions were discussed. It was decided that additional worked is needed by Ware on the document and decided to table until the February meeting.

Action: It was moved by Bill Benysh and seconded by Jim Widner to table the Personnel Policy revision until the February Board meeting. Motion carried.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Farlow Property

Ware and trustees discussed Dr. Farlow's offer to sell the house to the library. Dr. Farlow is looking to sell the property and house in the very near future due to retirement. The library has expressed possible interest in the recent past but nothing resulted from that. The Board and Ware discussed a number of factors and variables from the library's perspective. Due to the renovation needs and other factors of the house, repurposing the structure does not seem a very viable option. The option of tearing the building was discussed. Further information would be need to know in terms of the City's Historic District and any other historical significance with the property. The Board instructed Ware to replied to Mark Guenin that library was interested in discussing with Dr. Farlow the possibility of purchasing the property. The Board saw an advantage of purchasing is that it would provide future Boards additional options to enlarging or expanding the library building or campus if pursued.

Reopening

The library has been continuing with curbside service since November but is hoping to open up the library building soon to the general public. Curbside services have gone well so far. Along with getting reading material out to library patrons and the community, the library is providing printing services for library patrons. Ware will continue to consult with Dr. Roe of the Wabash County Health Department as we get closer to February 1st. If it is decided to maintain curbside service past February 1st, a two-week time period would be used for a measuring stick in terms of how long before a tentative opening up the building date.

Strategic Planning:

Ware and Sara discussed the Long Range & Strategic Plan 2019-2022 for a few minutes with Trustees. Some initials ideas were discussed but it was agreed that the Board and Sara should

schedule a meeting to discuss the Long Range & Strategic 2019-2022. Some items for further discussion were fixing any re-occurring maintenance problems, refurbishing and expansion of the building, and intent to spend down L.I.R.F funds. If the library has to have limited occupancy as the year proceeds due to COVID or some other emergency condition, it might be an opportunity take advantage in order to do needed renovation. Looking at a ball park budget number to begin possible renovation for Zach Benedict of MKM Associates was also discussed.

It was discussed the importance of looking at and beginning work on needed renovations of the current building with the long-term goal of eventually adding on to the current building. It was important to provide a number for Zach Benedict to MKM Associates to have as a guideline to possible renovation projects. Trustees discussed the state of the library's current reserves particularly the Library Improvement Reserve Fund (L.I.R.F) and the E. Pearson Gift Funds. The balance between making sufficient funds available but ensuring that adequate reserves remained in case any unforeseen financial challenges or shortfalls in the future. Following discussion , it was agreed to of an amount of 1 million dollars over a 2-year period.

Action: It was moved by Jeff Knee and seconded by Bill Benysh to provide 1-million-dollar amount for Zach Benedict of MKM Associates for renovation projects over a two-year period.
Motion Carried

Music Cds Shelves

Due to withdrawing cds from the library's collection, the music cd shelving is no longer of use. Ware has contacted other public libraries to see if there would interest in obtaining the music cds shelving. There might be a possible interest from a public library in Richmond, IN.

ADJOURNMENT

Action: It was moved by Bill Benysh and seconded by Susan L. Baker to adjourn the meeting at 7:02 p.m. Motion carried.

Respectfully Submitted,

Lena Cordes, Students Assistant

&

Ware W. Wimberly III, Executive Director

