

Wabash Carnegie Public Library Board of Trustees

Meeting of Tuesday, November 17th, 2020

5:30 p.m.

Wabash Presbyterian Church

123 W Hill St, Wabash, IN 46992

Minutes

The Board of Trustees of the Wabash Carnegie Public Library met in regular session at 5:30 p.m. on Tuesday, November 17th, 2020, at the Wabash Presbyterian Church, Dickson Room. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a) (b).

Members present were Jeff Knee, presiding; Jim Widner; Charles Miller, Mary Jo McClelland, Stephen Dafoe, Bill Benysh. Also present were Ware Wimberly, Director; and Lena Cordes, Student Assistant. Robert Burgess from the Wabash Plain Dealer was present through the Zoom call. Susan L. Baker was excused.

CALL TO ORDER:

Jeff Knee called the meeting order at 5:30 p.m.

CONSENSUS AGENDA

- a. Approval of October 20, 2020 Minutes, and October 28, 2020 Minutes.
- b. Financial Report
- c. October Payroll
- d. November Claims

The trustees reviewed the Consensus Agenda. There was a question about a claim for a rental charge which Ware said was for a unit to store furniture. There also were some grammar and sentence corrections.

Action: It was moved by Charles Miller and seconded by Mary Jo McClelland to approve the Consensus Agenda with corrections to the Minutes. Motion carried

PRESIDENT'S REPORT

No comments.

COMMITTEE REPORT

No meeting of Park Board.

NEW BUSINESS

Salary Ordinance/ Schedule 2021

Ware presented the proposed 2021 salary ordinance. The trustees discussed how the political climate and possible COVID-19-related revenue shortfalls could affect this. They also discussed what a good staff the library has. After asking Ware to get more information about other public entities' salary ordinances, the board agreed to table the issue until the December meeting.

Action: Moved by Bill Benysh and seconded by Charles Miller to table until the December 15th Board meeting. Motion carried.

Employee Group Health Insurance

Ware reported that the health insurance plan for the library's full-time staff will renew automatically on December 1. The library grandfathered into this plan before the Affordable Care Act was passed and if it is not renewed, it will not be available to the library again. He also presented an alternative Affordable Care Act plan with higher deductibles and out-of-pocket costs. Although the trustees were inclined to renew the current plan, they wanted to hear member Susan L. Baker's opinions because of her insurance experience. It was the consensus of the board to table the issue until the December meeting when she will be there.

Action: It was moved by Bill Benysh and seconded by Mary Jo McClelland to table the employee group health insurance until the December 15th Board meeting. Motion carried.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE:

Mold Concern:

Ware reported that a small area of mold was found in one of the basement storage rooms and was removed. Over the years, leaks in the roof have caused mold to grow and a few small tears were repaired recently. The trustees discussed having the roof inspected periodically to find leaks before they become bigger problems. Ware will contact the company that did the recent repairs to find out if it will perform roof inspections for the library.

Library CD/Savings:

Ware reported that the library had a CD mature at First Merchants Bank. Following the trustees' instructions, Ware invested the original principal which came from the E. Pearson Gift Fund in a 6-month Money Market savings account and put the earned interest in the E. Pearson Gift Fund.

Music CD Shelving

Because the circulation of music CDs has dropped significantly due to streaming technology, they are being withdrawn gradually from the library's collection. The library does not have another use for the CD shelves which are very nice and were fairly expensive so Ware asked the trustees what they wanted him to do with them. The trustees asked him to double check to find another use for them and if he can't, look into donating them.

OTHER

Curbside Service

Due to the dramatic rise in positive COVID-19 cases in the Wabash area and after consultation with the local health department, it was decided to resume curbside service and continue it until at least Thanksgiving. Ware hopes the library building will be able to reopen after Thanksgiving but this is a fluid situation and he is not sure how long curbside service might last.

Indiana Library Annual Conference - Virtual

In past Novembers, the library staff has attended for professional development the Indiana Library Federation's annual conference. Five staff members have registered to attend the conference which is going to be virtual due to COVID-19."

Gift Certificates in place of Christmas Celebration

Because the staff's annual Christmas celebration has been canceled due to COVID-19, Ware asked the board to approve giving the staff Grow Chamber gift certificates in its place. The board agreed to buy between \$400.00 and \$500.00 worth of these certificates and decided to pay for them with funds from the E. Pearson Gift Fund.

Action: It was moved by Mary Jo McClelland and seconded by Jim Widner to purchase between \$400.00 and \$500.00 worth of Grow Chamber gift certificates to give to the library staff in place of a Christmas celebration. Motion carried.

Deep Clean with COVID

Ware and the trustees discussed deep cleaning the library before the end of the year as a precaution against COVID-19. They further discussed whether to hire a professional company or purchase the equipment to do it themselves. Ware will contact companies that do COVID-19 deep cleaning.

ADJOURNMENT

Action: It was moved by Charles Miller and seconded by Mary Jane McClelland at 6:27 p.m. Motion Carried.