

WABASH CARNEGIE PUBLIC LIBRARY

Meeting of Tuesday, June 15th, 2021

Falls Cemetery Chapel

745 Falls Ave, Wabash, IN 46992

5:30 p.m.

The Board of Trustees of the Wabash Carnegie Public Library met in regular session and through Zoom conference call at 5:30 p.m. on Tuesday, June, 2021. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a) (b). Members present were Charles Miller, presiding, Jim Widner, Rhonda Hipskind, Bill Benysh, Susan L Baker, and Jeff Knee. Mary Jo McClelland was excused. Also present were Ware Wimberly, Director, and Olivia Hipskind, Student Assistant. Sara Peterson, a Consultant, and Rob Burgess, Wabash Plain Dealer, were in attendance by Zoom.

CALL TO ORDER

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

PRESENTATION – Mike Keaffaber and Tim Drake of Metropolitan School District of Wabash County.

Mike Keaffaber and Tim Drake from the Metropolitan School District of Wabash County (MSDWC) met with the library trustees to discuss the possibility of getting library cards for students and teachers who do not live in the library district. Except for two small parts of the city, MSDWC is not in the library district.

As education has changed and students can go to the school of their choice rather than the school in their district, MSDWC is seeking ways to provide additional access to library services including getting borrower's cards for students and teachers.

Tim Drake also talked about the possibility of MSDWC students and teachers having access to WCPL's Overdrive collection through the Indiana Digital Download Center and he has talked to Overdrive about it. Mike and Tim asked if a similar arrangement can be made between MSDWC and WCPL as exists between Wabash City Schools (WCS) and WCPL.

They asked the Board of Trustees to consider three things:

- * Access to the library's collection through Indiana Digital Download Center.
- * Fifty library cards for teachers either free or at a discounted rate.
- * Library cards for students either free or at a discounted rate.

After they left, the Trustees discussed many factors which included expanding the library's reach in the community and comparing school funding. The Trustees were concerned about the fairness of providing access to the library's printed and digital collections to a segment of the county that does not support the library financially. The Trustees will study the requests.

CONSENSUS AGENDA

- a. Approval of May 18th, 2021, and May 26th, 2021 Minutes.
- b. Financial report
- c. May payroll
- d. June claims

Action: It was moved by Rhonda Hipskind and seconded by Jim Widner to approve the Consensus Agenda. Motion carried.

PRESIDENT'S REPORT

No report

COMMITTEE REPORT

Park Board

Bill Benysh said that more lifeguards are being trained for the city pool, and the pool will operate under extended hours.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

MKM Update

MKM is planning to present projected costs for phase 1 and phase 2 at the July Board meeting. In addition, Ware, Charles Miller, and Jim Widner have had discussions with John Burnsworth and Mayor Scott Long to inform them of the expansion and renovation plans. Both conversations went very well. Ware and Jim Widner also gave John Burnsworth a tour of the library.

Tree removal

The library had a tree at the corner of the lawn right by the lane between the library property and Dr. Farlow's property. Unfortunately, due to a late snowstorm in April, a large branch broke off and caused the rest of the tree to droop dangerously low. After consulting with American Eagle Lawn and Home Maintenance and Hoffman Nursery, it was decided to take out the tree. Ware got quotes from American Eagle and Hoffman Nursery and Hoffman Nursery's quote was significantly less than American Eagle's quote so Ware decided to go with Hoffman Nursery."

Donation to Falls Cemetery in Appreciation

Because space limitations at the library have caused the Trustees to use Falls Cemetery's chapel as its meeting place, the Trustees and Ware discussed possible ways to thank the Falls Cemetery trustees for letting us use it. The cemetery plants about a dozen trees per year and one idea was to donate additional trees the next time the cemetery plants them. The Trustees discussed this idea and the scope of the donation but made no decision.

The Trustees also discussed how long yet they might have to use the cemetery chapel but no one knew.

Non-resident fee

Because the library's 2020 per capita operating expenditure was \$91.29, the fee for a non-resident borrower's card of \$92.00 does not need to be changed."

Facemasks

The most recent data from the Indiana Department of Health has Wabash County remaining at a .5 level regarding COVID cases. On Friday, Ware decided to make it optional for staff to wear masks and change our signage to say facemasks are “optional” in the building. Currently, our signage says “advised.” Ware sent out an e-mail to staff to get their feedback and has not got any negative feedback. Trustees were agreement with this change.

2022 budget

June is the time of the year when we start to think about the 2022 budget. With anticipated expansion and renovation in 2022, this will be a different budget than in previous years. Ware will try to have more information at the July meeting.

Gift from BettieB Wimberly Estate

The library has been blessed by a gift from BettieB Wimberly's estate. Ms. Wimberly, a resident of the City of Wabash for a short time, bequeathed \$933,709.67 to the library. There are no specifications or restrictions in terms of use, however it would need to be kept in its own designated fund. The Trustees discussed the options of where to deposit the money which either could be split into separate designated savings accounts or put into just one savings to earn interest. The Trustees agreed to put the funds in one savings account at the local financial institution that has the highest interest rate.

Action: It was moved by Bill Benysh and seconded by Rhonda Hipskind to create the BettieB Wimberly Gift Fund and put it into a saving account at the local financial institution with the highest interest rate. Motion passed."

Circulation Assistant Job Description

Ware presented a revised copy of the Circulation Assistant position as the library will be advertising for additional Circulation Assistants. In addition, Peighton King, who is a Student Assistant, will be leaving for college in a month and will need to replace her in terms of the position.

For the Youth Services downstairs, students in local high schools continue to be a good fit in terms of work responsibilities. Responsibilities of Circulation Assistants rather than Student Assistants work better upstairs from duties and schedules perspective. The Circulation Assistant position to be advertised for will be part-time. Trustees discussed the updated job description and approved it.

Action: It was moved by Charles Miller and seconded by Bill Benysh to approve the updated part-time job description. Motion passed.

New York Times Newspaper

The Board discussed renewing its subscription to *The New York Times*. After considering its current and historical importance, the Trustees decided to keep the subscription.

OTHER

The Trustees asked when regular programming might resume in the Program Room and the staff could move back to their desks. Ware thought that could happen by August or early September. Once that happens, the Board might be able to hold its meetings at the library again.

ADJOURNMENT

Action: It was moved to by Susan L. Baker and seconded by Bill Benysh to adjourn the meeting at 6:51 p.m. Motion passed.

Respectfully Submitted,

Olivia Hipskind, Student Assistant

&

Ware W. Wimberly, Executive Director