

Wabash Carnegie Public Library Board of Trustees
Meeting of Tuesday, October 18, 2022
5:30 p.m.
Falls Cemetery Chapel
745 Falls Avenue, Wabash, IN 46992

Wabash Carnegie Public Library Board of Trustees met in a regular session at 5:30 p.m. on Tuesday, October 18, 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; Jim Widner; Jeff Knee; Rhonda Hipskind; Mary Jo McClelland; and Susan L. Baker. Bill Benysh and Mary Jo McClelland were excused. Ware Wimberly, Executive Director; and Tasha Veal, Circulation Assistant, were present at the meeting.

CALL TO ORDER

Charles Miller called the meeting to order at 5:31 p.m.

CONSENSUS AGENDA

- a. Approval of Minutes for September 13th & 20th, 2022 Minutes.
- b. Financial Report.
- c. September Payroll.
- d. October Claims.

Action: Susan L. Baker moved, and Jim Widner seconded the motion to approve the Consensus Agenda. Motion passed.

PRESIDENT'S REPORT

No report given.

COMMITTEE REPORT

No report given.

NEW BUSINESS

Library Assistant Hire

Ware recommended the hire of Savannah Neher as a Library Assistant. Savannah will take over the position vacated by Peighton King when she took the Assistant Technical Services Manager position. Trustees approved the hire of Savannah as a Library Assistant.

Action: Susan Baker moved, and Rhonda Hipskind seconded the motion to approve the hire of Savannah Neher as a Library Assistant. Motion passed.

Mileage Reimbursement Rate

Trustees reviewed the library's current mileage reimbursement rate and considered of increasing it. The library's current mileage reimbursement is 51 cents per mile. This past summer, the Internal Revenue Service (I.R.S.) recommended that it go from 58 cents per mile to 62.5 cents per mile. The increase of 62.5 cents per mile rate would continue until the end of the year and then be reevaluated by the I.R.S. The State of Indiana's recommended amount is 49 cents per mile. Trustees discussed possible increases. Trustees agreed to use the I.R.S. recommend amount regardless of how it changed for mileage reimbursement for staff for work-related travel. The new rate would be 62.5 per mile but could change per the recommendations of the I.R.S.

Action: Jim Widner moved, and Rhonda Hipskind seconded the motion to establish a policy for mileage reimbursement, whereas the library would pay the I.R.S. recommended amount to the employees for work-related travel, which changes as outlined by I.R.S. recommendation. Motion passed.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Wellbrooke of Wabash

The library and Wellbrooke of Wabash have started a partnership to make the library's collection more accessible to Wellbrooke's residents by signing them up for individual cards and Wellbrooke itself for an institutional card. Wellbrooke will send someone every Friday to pick-up and return items. Once Cody Abbott, the Information Services Manager, evaluates how smoothly the program is going, he would like to begin reaching out to the other nursing homes in Wabash.

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Farlow House/ Indiana Landmarks

The razing of the Farlow Building will begin at some point after November 4. When demolition starts, we will lose access to the alley during the day but should regain access in the evenings. Indiana Landmarks will be allowed to go through the house before demolition.

First Aid/C.P.R.

The Wabash City Fire Department will be doing a first aid/C.P.R. class for library staff on November 2.

Audit for Bond

The audit for the Bond is complete. Auditors did not find anything of concern in their report to the Indiana State Board of Accounts.

Indiana Library Federation Annual Conference

Cody Abbot, Abby Abbot, and Ware Wimberly will attend the Indiana Library Federation Annual Conference in Indianapolis on November 15th and 16th. The November Board meeting will be moved to November 22.

Indiana Legal Help Kiosk

The library is looking to possibly have an Indiana Legal Help kiosk for the library patrons and the general public. Abby Abbott learned about this possibility from Indiana Legal Help for Indiana residents. Indiana Legal Help is implementing a statewide network of computer kiosks in various community locations, allowing the public to talk to a remote legal housing navigator, gain access to legal information and resources, and apply for rental assistance. There is no charge for the kiosk, and the library only would need to house it. We do not know whether one will be available because each county's courthouse has the first option to take it, but the library has a place for it in mind if the courthouse doesn't take it

2023 Budget

The Wabash City Council met Tuesday night, October 11, and adopted the library's 2023 budget.

E.N.A. Firewall

The library's Firewall contract with Intrasect runs out in December. Ware is investigating an alternative quote from E.N.A. to compare to the forthcoming quote from Intrasect. Ware will have more information at the November Board meeting.

Phones

With the elevator modernization project about to begin and the demolition of the Farlow house next month, Ware and the Trustees agreed to revisit the phone issue once those projects are complete.

Hamilton Hunter/Otis Elevator Renovation

Work on the replacement of the elevator is scheduled to start the week of October 17. Hamilton Hunter, the contractor, has posted the construction permits, and items have been placed into storage as needed in preparation for the work. Curbside pick-up has been reinstated due to possible accessibility issues during construction. Rachel Castle, Cody Abbott, Amy Wendt, Laura Beutler, and Ware Wimberly are working on communication with library patrons and the community. Following the suggestion from Rachel, Ware will send a letter to the surrounding neighbors or businesses to make them aware of the upcoming construction.

Book Challenge – Author Visit – Colleen Coble

Colleen Coble has agreed to do an author visit free of charge as the conclusion of the book challenge the library is doing in conjunction with the Wabash Middle School. Polly has contacted Mr. Mattern, the Middle School principal, and they are discussing arrangements. Colleen Coble's author visit would be in the Spring of 2023. The library thanks Colleen very much for her assistance with the book challenge!

ADJOURNMENT

Meeting adjourned at 6:22 p.m.

Action: Susan Baker moved, and Rhonda Hipskind seconded the motion to adjourn the meeting at 6:22 p.m. Motion passed.

Next Meeting: Tuesday, November 20, 2022