

WABASH CARNEGIE PUBLIC LIBRARY

Meeting of Tuesday, July 13th, 2021

Falls Cemetery Chapel

745 Falls Ave, Wabash, IN 46992

5:00 p.m.

The Board of Trustees of the Wabash Carnegie Public Library met in regular session and through Zoom conference call at 5:00 p.m. on Tuesday, July 13th, 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, Susan L. Baker, and Mary Jo McClelland. Bill Benysh and Jeff Knee were excused. Also present were Ware Wimberly, Director, and Olivia Hipskind, Student Assistant. Sara Peterson, a Consultant, and Amy Wendt, Business Manager, were in attendance by Zoom.

CALL TO ORDER

Charles Miller called the meeting into order at 5:02 p.m.

PRESENTATION

Zach Benedict of MKM architecture & design gave a presentation regarding the expansion-and-renovation project. He discussed drafting it either as a single, multi-phase project without major interruption to library services and at a lower cost or as two separate projects that would give the Board more time to finance it. With two board members absent, the Board decided to delay a decision until the August meeting.

Zach asked if the Board would give Ware the authority to approve contracts to do an asbestos, lead-based paint, and mold survey, a geotechnical investigation, and a site survey that all need to be completed regardless of which option the board chose. These surveys would be done by companies recommended by MKM and completed in the next few months. The Trustees approved the surveys and authorized Ware to sign the forms.

Action: Rhonda Hipskind moved and Jim Widner seconded the motion to authorize Ware to sign the necessary contracts. Motion passed.

CONSENSUS AGENDA

The Consensus Agenda was presented.

Corrections would made to last month's Minutes.

Action: Susan L. Baker moved and Rhonda Hipskind seconded the motion to approve the Consensus Agenda. Motion passed.

PRESIDENT'S REPORT

Charles Miller discussed the need to establish a staff hierarchy of who would be in charge of the library when the Executive Director is gone from the library for extended periods such as vacations. After discussion, the Board decided on the following hierarchy: Children's Librarian first; Business Manager second; and Technical Services Manager third.

Action: Charles Miller moved and Rhonda Hipskind seconded the motion to create a staff hierarchy when the Library Director is gone. Motion passed.

COMMITTEE REPORT

No committee Report

NEW BUSINESS

Circulation Assistant Hire

The library has two student assistants, Lena Cordes and Peighton King, who are leaving to begin their college careers. We thank them for their excellent work. We are advertising for a part-time circulation assistant instead of a student assistant to take Peighton's position. Cody Abbott, the Circulation Manager, has interviewed a candidate named Tash Veal who he believes would be a good fit here. Her background check showed nothing bad and Ware recommended hiring her beginning August 1.

Board of Trustees – July 13th, 2021, p. 3

Action: Mary Jo McClelland moved and Rhonda Hipskind seconded the motion to approve hiring Tash Veal as a circulation assistant. Motion passed.

ADJOURNMENT

Action: it was moved to adjourn the meeting by Susan L. Baker and seconded by Rhonda Hipskind at 6:24 p.m. Motion passed.

Respectfully Submitted ,

Oliva Hipskind, Student Assistant

&

Ware W. Wimberly III, Executive Director