

Wabash Carnegie Public Library Board of Trustees

Meeting of Tuesday, April 16, 2024

5:30 p.m.

Falls Cemetery Chapel

725 Falls Ave, Wabash, IN 46992

Wabash Carnegie Public Library Board of Trustees met in a regular session at 5:30 p.m. on Tuesday, April 16, 2024. The meeting was at the Falls Cemetery Chapel, 725 Falls Ave, Wabash, IN, 46992. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a)(b). Members present were Bill Benysh, presiding; Rhonda Hipskind, Jim Widner; Jeff K̄nee; Charles Miller; and Mary Jo McClelland. Susan Baker was excused. Rachel Castle, Interim Director, was present.

CALL TO ORDER

Bill Benysh called the meeting to order at 5:30 p.m.

CONSENSUS AGENDA

Trustees reviewed the Consensus Agenda.

Mary Jo mentioned that printing copies of documents that repeat the same information is unnecessary, and an attempt should be made to reduce paper. Traditionally packets are delivered to board members and additional copies of the enclosed documents are distributed at the meeting. Board members requested that most documents be emailed. Prints of some financial documents can be distributed at the board meetings.

Rhonda asked for clarification of what cleaning costs were for the month. Costs were under \$2000 at \$1923.

Approval of the Board of Trustee Minutes of March 19, 2024, including regular meeting and executive Session minutes.

Action: Charles Miller moved and Rhonda Hipskind seconded the motion to accept the Consensus Agenda. Motion passed.

PRESIDENT'S REPORT

Bill brought a signed sheet from the Executive Session that needed signed by other Trustees to affirm that the contents of the sheet were what was discussed at the April 3, 2024 Executive Session.

COMMITTEE REPORT

Mary Jo has attended her second Parks Board meeting. Playground equipment is the big topic at the moment, including prep before the equipment is assembled and put in place. Goal is to have the new

The board discussed this pay in relation to Laura Beutler, who is also serving in an interim capacity until she achieves LC-5 certification and has many years of service and experience. Pursuant to the pay schedule for the Youth Services Manager position, it was proposed that Laura's pay should be raised.

Action: Rhonda Hipskind moved and Mary Jo McClelland seconded the motion to increase pay for Laura Beutler to \$40,000 annually, effective 4/16/2024. Interim title will be used until LC-5 certification is achieved. Motion passed.

Action: Rhonda Hipskind moved and Charles Miller seconded the motion to approve the hire of Peighton King as Adult Services Manager. Interim title will be used until LC-5 certification is achieved. Motion passed.

Assistant Technical Services Manager position (full-time)

Madelyne McCann, who is currently serving as the Technical Services Assistant, has been offered the Assistant Technical Services Manager position. Her proposed salary will be \$28,000 annually, pursuant to the pay schedule for this position and based on her experience.

Action: Jim Widner moved and Mary Jo McClelland seconded the motion to hire Madelyne McCann as Assistant Technical Services Manager. Motion passed.

Technical Services Assistant position (part-time)

Sarah Warren, who is currently serving as a Circulation Assistant, has been offered the Technical Services Assistant position, which does not require library certification. Pursuant to the pay schedule and based on her experience, her hourly rate of pay would be set at \$13.20 an hour.

Action: Mary Jo McClelland moved and Rhonda Hipskind seconded the motion to approve the hire of Sarah Warren as Technical Services Assistant. Motion passed.

With these hires, there is only one part-time position remaining (circulation assistant), which would not come from the current staff. The circulation assistant position will be filled as soon as possible.

CD

The CD at First Merchants matured on March 20, 2024, and its principle was rolled over into a new 6-month CD at 4.90 APY. The interest from the matured CD is just over \$12,000 and will go into the E. Pearson Gift Fund.

Action: Rhonda Hipskind moved and Jeff Knee seconded the motion to approve the handling of the CD. Motion passed.

Long Range Plan

A copy of the Long Range Plan, 2024-2027, was received by Trustees a month ago and tabled at that time. Bill recommends that it be tabled again until a new, permanent director is hired.

VoIP Quote

The library's phone system was hacked and used to make calls to Zambia, the Sudan, Djibouti, Peru, Libya, Libera, Lesotho, and Madagascar, resulting in a bill of \$3,197.00, which the library is disputing. There is a waiting period at Frontier before those charges can be resolved.

Board of Trustees, Minutes, April 16, 2024

Presented to the Wabash Carnegie Public Library Board of Trustees, read in full and adopted on May 21, 2024.

W. Smith Jan L. Smith
Tracy McCreary Chondra H. Ward
Chris Miller Jeff Green
Susan Baker _____

ATTEST

Susan L. Baker

Secretary, Library Board of Trustees