

Wabash Carnegie Public Library Board of Trustees

Meeting of Tuesday, November 21st, 2023

5:30 p.m.

Wabash Presbyterian Church Fellowship Room

123 W Hill Street, Wabash, IN 46992

Wabash Carnegie Public Library Board of Trustees met in a regular session at 5:30 p.m. on Tuesday, November 21st, 2023. The meeting was at the Wabash Presbyterian Church Fellowship Room, 123 W Hill St, 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 Knee; Charles Miller; and Mary Jo McClelland. Susan L. Baker was excused. Ware Wimberly, Executive Director, and Amy Ford, a community leader, were present.

CALL TO ORDER

Bill Benysh called the meeting to order at 5:33 p.m.

Presentation: Amy Ford on Landscaping Project

Amy Ford provided an update on the landscaping project. The pavilion part of the design will need to be re-configured or revised due to restrictions with that location. Amy communicated that a sufficient amount of donations were being raised already. Per Amy, having an initial donation amount is desired before sending out donation letters.

Amy inquired about what account the donations would go into with the library. Trustees discussed that. Trustees asked if the Friends of the Library Fund could be used to deposit those donations. Since the library no longer has a Friends of the Library organization, there was a question if monies could go into that fund. Trustees asked Ware to ask Amy Wendt if she could find out. Regardless of the account, it must be a tax-deductible option for those who donate.

CONSENSUS AGENDA

- a. Approval of October 24th, 2023, Minutes
- b. Financial Report
- c. October Payroll
- d. November Claims

moving the remaining \$50,000.00 from Operating to L.I.R.F. Trustees approve transferring the remaining \$50,000,00.

Action: Mary Jo McClelland moved, and Rhonda Hipskind seconded the motion to transfer \$50,000.00 from Operating to the Library Improvement Reserve Fund (L.I.R.F.) as part of the 2023 budget. Motion passed.

Salary Ordinance and Salary Schedule for 2024

A proposed salary ordinance was presented to the Trustees from Ware. The salary schedule for 2024 had been approved at the October Board meeting. Trustees discussed the proposed salaries and increases. The Trustees expressed severe concerns over the salary of the Adult Services Librarian. That was a new position, and Abby Abbott had been hired to move into that position from the Information Services Librarian position. Some grave concerns about her initial salary need to be addressed. After further discussion, the Trustees decided to table the salary ordinance for the December meeting.

Action: Charles Miller moved, and Rhonda Hipskind seconded the motion to table the salary ordinance for 2024 for the December Board meeting. Motion passed.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Employee Health Insurance

The library received a renewal package from Anthem for the current employee group insurance. The library can stay in the health reimbursement plan if it chooses. If the library decides to move into an Affordable Care Act (A.C.A.) plan, it can not return to its current health reimbursement plan. Ware will send the information on the Anthem plans to Trustee Susan L. Baker for review. Trustees can decide at the December Board meeting which direction to proceed in.

Goals Update/Strategic Plan

Trustees reviewed an update of this year's organizational goals. Ware presented the Trustees with a highly rough strategic plan from 2024 to 2027, which needs further development. Trustees discussed questions on the objectives and strategic plan draft.

Construction Costs Update

Trustees reviewed the Construction Costs update as of November. The December Construction Costs Update will list a recent additional cost involving Guyer the Mover for moving supply items to the storefront storage. The cost was not in the November Register of Claims but will be in December.

Hill Street entrance and a way for families to enter the current Children's Room. The length of time for the downstairs lobby has been much longer than initially communicated and thus has become a very frustrating subject for patrons, staff, and Trustees. Ware is trying to get Hamilton Hunter to give a definite time frame or date when the downstairs lobby will be open for the general public to get in the Children's room.

Hierarchy in Circulation Staff

Ware and the Trustees discussed briefly the concept of a tier or hierarchy within the staff under the Adult Services Librarian. Nothing was determined. Trustees required much more transparent communication from Ware on this issue and for it not to continue to drag out.

Food Drive

The library is accepting donations that can remove charges on one's library card if applicable. The staple food donations will be given to F.I.S.H. and help with their mission to help others.

Recipe Book/Newsletter

Ware mentioned a library staff recipe book and a newsletter for public information. Savannah Neher designed and put together the recipe book and newsletter for the public to pick up at the front desk.

ADJOURNMENT

The meeting adjourned at 7:11 p.m.

Action: Mary Jo McClelland moved, and Rhonda Hipskind seconded the motion to adjourn the meeting at 7:11 p.m. Motion passed.

Board of Trustees, Minutes, November 21st, 2023

Presented to the Wabash Carnegie Public Library Board of Trustees, read in full and adopted on December 19, 2023.

Wm. B. Bunch

Chas. Miller

Rhonda H. H. H. H.

Frank H. H. H.

Susan A. Baker

Jeff Egan

ATTEST

Susan A. Baker

Secretary, Library Board of Trustees