

Wabash Carnegie Public Library

Meeting of Thursday, September 16, 2021

Falls Cemetery Chapel

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 pm on Thursday, September 16, 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; Mary Jo McClelland; and Jeff Knee. Bill Benysh was excused. Also present were Ware Wimberly, Director, and Tasha Veal, Circulation Assistant; Amy Wendt, Business Manager; Bethany DuBois, Technical Services Manager; and Rob Burgees, Wabash Plain Dealer, were in attendance by Zoom.

CALL TO ORDER

Charles Miller opened the meeting at 5:30 p.m.

PRESENTATION – MSD of Wabash County

Mike Keaffaber, the Superintendent of the Metropolitan School District of Wabash County (MSDWC), came to the meeting to further discuss whether MSDWC might have access to the Library's Overdrive collection. Mike and the Trustees discussed the issue, considering the Library's participation fee would not be increased by adding MSDWC students but that expenses would increase if the library had to add more e-copies of titles. Mr. Keaffaber said he would survey MSDWC students about how much they use the electronic resources they already have access to. He also asked if MSDWC teachers could have access with teacher cards. Currently those cards are available only to teachers whose classrooms are located in the library district. There are no MSDWC classrooms in the library district. Everyone agreed that more information was needed and that a conference call with Overdrive including board members Rhonda Hipskind and Mary Jo McClelland, Ware, and MSDWC representatives Mike Keaffaber and Tim Drake would help. Ware will set up the call. Once Mr. Keaffaber left, the Trustees continued to discuss the issue, asking if MSDWC would be willing to pay to support the expansion of the collection for the additional Metro students. They also discussed the idea of offering teachers' cards, perhaps at a reduced rate. The Trustees will see how the conference call with Overdrive goes and proceed from there.

CONSENSUS AGENDA

The Consensus Agenda was presented and approved.

Action: Susan Baker moved, and Jeff Knee seconded the motion to approve the Consensus Agenda. Motion Passed.

PRESIDENT'S REPORT

Charles Miller presented the idea of framing a unique map of Falls Cemetery as a gift of thanks to the cemetery for letting the library trustees use the chapel building for its meetings. He got two quotes, one for \$204.00 and one for \$321.00, from a local framing business. The Trustees agreed to have the map framed using the higher quote."

COMMITTEE REPORT

No Report

NEW BUSINESS

E-rate

The Trustees and Ware discussed reviewing the library's participation in E-rate internet service which is provided by the Indiana State Library Consortium for Public Library Internet Access. This program remains the best economic value for public libraries in Indiana. The Trustees agreed to continue participating in this program for the July 1, 2022 to June 30, 2023 funding year.

Action: Mary Jo McClelland moved, and Rhonda Hipskind seconded the motion to approve continued participation in the Indiana State Library Consortium Public Library Internet Access program for July 1, 2022, to June 30, 2023 funding year. Motion Passed

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

COVID Procedures

Ware presented a document that outlined the steps a staff person is to take if he or she comes in contact with another person who has COVID-19. The Board discussed the policy and suggested some changes that could be approved at the October meeting."

Indiana Library Federation Conference

Ware presented some information on the Indiana Library Annual Conference in November. Trustees are looking at the possibility of some Trustees attending sessions on Wednesday, November 17. However, there is some concern that the conference might be canceled due to COVID concerns. Ware will let Trustees know per any changes.

Farlow Property

If everything proceeds as scheduled, the Library will close on the Farlow property on Friday, October 1. Dr. Farlow still has a tenant living in the house and he has been told his tenant has to move out by Thursday, September 30. According to Dr. Farlow's realtor, Ware is to arrange a wire transfer of \$35,000.00 on the day of closing. Ware also has arranged for property liability insurance to begin on the same day. Because the Trustees plan to remove the building from the property, they asked Ware if the policy was prorated so that the Library only paid for insurance while it still was there. Their goal is to have the building off of the property before the policy year is over. The Board is going to contact Indiana Landmarks for advice on how to remove it at minimal expense. The Board also discussed what to do with the optometry equipment that Dr. Farlow is leaving behind and decided to offer it either to Dr. Eric Dale for his mission work or to Manchester University for its January term medical practicum."

October Board Meeting Date and Time

The Wabash City Council will adopt the Library's budget at its meeting on Tuesday, October 12, at 6:00 p.m. Because this conflicts with the Library Board's regular meeting time of 5:30 p.m. on the same day, the Trustees decided to move back the time of their meeting to 7:00 p.m. to allow themselves to attend both meetings on the same night instead of on two separate nights.

Library Improvement Reserve Fund

At a previous meeting, the Trustees agreed to use the Library Improvement Reserve Fund (LIRF) to pay for preconstruction tests and MKM architecture & design's expenses through the remainder of 2021 but because no official motion was made to do this, the Trustees had to approve the motion made at this, the September, meeting.

Action: Mary Jo McClelland moved, and Rhonda Hipskind seconded the motion, to pay costs for preconstruction tests and MKM-related expenses out of LIRF. Motion passed.

LSTA Grant

The Library has received a reimbursement of \$11,950.00 from the Indiana State Library for an LSTA grant to fund a project the Library did in partnership with the Wabash County Museum. The project, *Wabash County Newspaper Digitization*, is to digitize everything the Museum has in its collection of Wabash County newspapers. The newspapers have been taken to the State Library and once the digitization is completed, the Library and the Museum will get digital copies that their patrons can access. The Museum already had paid the digitization fee so the Library will reimburse the Museum this amount when it is completed."

ADJOURNMENT

The meeting adjourned at 7:03 pm.

Action: Mary Jo McClelland moved, and Rhonda Hipskind seconded the motion to adjourn the meeting at 7:03 pm. Motion passed.

Respectfully Submitted,

Tasha Veal, Circulation Assistant

&

Ware W. Wimberly III, Executive Director