

LaGrange County Public Library

Public Board Meeting Minutes, February 16, 2023

Held at LaGrange County Public Library, Main Branch; 203 W. Spring Street, LaGrange IN 46761
Community Room, 5:30 pm

Board members present: Rita Lehner; Maranda Randol; Sam Plew; Martin Franke; Jody Blake; Jerry White; Michelle Chrisman (arrived late)

Board members absent none

Others present: Richard Kuster, Library Director; Anna Mendoza, Asst. Library Director (arrived late)

Board President Sam Plew convened the meeting at 5:32 pm. Minutes were reviewed at Sam's invitation; motion to approve as submitted made by Rita, seconded by Jody. With no further discussion, motion to accept the minutes was approved by unanimous voice vote of the the Board.

Sam mentioned the issue of review of the Board Bylaws. Following brief discussion, Jerry moved to accept the board minutes as stated with no changes. The Bylaws as presented do represent some changes made in the makeup of Board subcommittees discussed several months ago and reflecting Open Door Laws. Rita seconded the motion. Motion passed by unanimous voice of the Board.

As Anna was still detained in getting information from Efthimiou Accounting, the agenda was modified to allow the Director's report to be presented next.

Richard reported concerning:

- MOA's concerning his and Anna's employment contracts accepted as presented at the January Board meeting in all particulars concerning salary, fringe benefits and responsibilities.
- Annual Report for 2022 and Annual Financial Report (AFR) for 2022 presented by Richard
- Because of Board meeting schedule and billing cycles, Richard found it necessary, in consultation with Anna, to request that the credit limit on the Library credit card be raised from \$5000 to \$10,000. Brief discussion followed. Jerry moved that the credit limit on the library credit card to increased from \$5000 to \$10,000. Seconded by Jody. Richard submitted a resolution to the Board to this effect which was read by Sam. With no further discussion, motion passed by unanimous voice vote of the Board.
- Richard discussed ERate funding. In 2022, the LaGrange County Public Library System benefitted by participating in ERate in the amount of \$95,851.00. These funds can only be used to benefit infrastructure to technology (software, subscriptions, etc.), and cannot be used for purchase of hardware like computer monitors.
- Richard reviewed the staffing report. Currently, the library system including all three branches and the bookmobile consists of 31 staff members, both full and part-time.
- Richard reviewed the Statistical Report. The LaGrange County Public Library system circulated 42,518 items in the month of January 2023. January, for various reasons, represents the heaviest circulation of library materials every year. The Library Collection includes 140,661 items in total. The Library system is currently undertaking a comprehensive physical inventory of the Collection. It is believed that records do reflect some "ghost" items; that is, collection pieces that are listed as existing but are missing. Richard does not believe that this is a major issue with the Collection.
- The Trust Indiana investment is currently returning a rate of interest of 4.57 %.

- No changes were reported in COVID-19 related protocols. Richard invited comment from the Board. None given.
- Richard reported that the boiler repair to the main branch library system, delayed for several months as we awaited parts, was affected today, February 16. Both boilers are now fully operational.
- Richard presented the Library Annual Report of Cash and Investments as required to be reported and published annually.
- Richard reported that the Indiana Senate had considered legislation, proposed by a state Senator from Posey County, to allow librarians and schools to be prosecuted for carrying obscene or inappropriate materials in their collections. This was referred to as Senate Bill 12. Democrats in the state senate opposed this bill, joined by Sue Glick (Rep) from LaGrange, due to ambiguity as to what might constitute inappropriate or obscene materials. This bill died in Committee.

This concluded the Director's Report. With Anna's return to the Board meeting, she reported that Efthimiou's had not finished a Treasurer's Report in time to present it at this month's Board meeting. Presumably, the Board will need to wait till the March meeting for a Treasurer's (Fund) report, and for recommendations for fund transfers to finish out the 2022 fiscal year.

Anna presented this month's Reports and Claims in the total amount of \$92,053.61. There were no questions or discussion. Jerry moved to accept Claims as presented. Maranda seconded this motion. With no further discussion, the Claims were approved as presented by unanimous voice vote of the Board.

There was no Personnel Committee Report

There was no Facilities Committee Report

There was no Policy Committee Report

There was no reported Correspondence to the Board (per Anna)

Old Business: Sam asked how progress between Havel and the irrigation company was coming along in making decisions as to how and where to hook up the water supply to the new sprinkler system. Richard reported that the two companies are in consultation.

Michelle asked how vagrancy and abandoned personal property was being handled on library property. Richard reported that he has been in contact with the LaGrange County Sherriff's Dept, and the situation is being handled satisfactorily.

There was brief discussion concerning the possible need for a leaf blower at the library to maintain the grounds. Issue not concluded at this time.

With no other business before the Board, Jody moved for adjournment, Michelle seconded the motion, which was approved by unanimous voice vote of the Board. Sam adjourned the meeting at 6:10 pm.

Respectfully submitted,

Martin A. Franke
Board Secretary