

WABASH CARNEGIE PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting of Tuesday, January 20th, 2015

The Board of Trustees of the Wabash Carnegie Public Library met in regular session at 5:45 p.m. on Tuesday, January 20, 2015 in the library board room. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a) (b).

Members present were Charles Miller, presiding; Bill Stouffer; Pam Campbell; Nancy Bell; Jeff Knee, Shirley Walter, Katie Beauchamp. Also present were Ware Wimberly, Director; and Pat Brubaker, Circulation Assistant.

CALL TO ORDER

The meeting was called to order at 5:45 p.m. by Charlie Miller.

CENSENSUS AGENDA

The Consensus agenda was presented.
Approval of December 16th, 2014 minutes
Financial Report
December Payroll
January Claims

Action: It was moved by Shirley Walter, seconded by Katie Beauchamp, to approve the Consensus Agenda. Motion passed.

PRESIDENT'S REPORT

No report

COMMITTEE REPORT

- Bill Stouffer reported that the Park Board met on January 14th. Bill was chosen to pick the pool color. The color will be yellow.

NEW BUSINESS

- Part-time Circulation Assistant position - Beverly Burns has been hired as the new part time Circulation assistant. Beverly was one of three good candidates interviewed but decided to offer her the position especially with her library (school library) experience.

Action: Bill Stouffer moved to approve Beverly Burns as the new part time Circulation assistant. Pam Campbell seconded the motion. The motion carried.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATES

- Goals/2015
 1. Movement on expansion/additional area with better communication with staff.
 2. Install system for paying with debt/electronic payments
 3. Grant for microfilm digitalization
 4. Additional programmer for adults outside of Book Discussions
- Year in Review- Ware is working on a Year in Review report for 2014.
- Rod Brubaker/INDOFF- Rod Brubaker will match or lower any price that Staples has. It was agreed to have an account with Staples in order to compare prices with Rod Brubaker.
- Museum-Charlie suggested that we inform Mitch Figert, Museum administrator, that we will have an answer for them concerning the archives in March. The Board reviewed a sheet on expenses associated with the Archives since becoming part of the library's collection in January 2013. Trustees discussed what it felt was appropriate to ask for in the case of the Archives being purchased back from the Museum. Charlie suggested that Ware begin conversing with Patrick Hess, library's attorney about this situation. It suggested asking for in the amount close to monies spent in rent for the archival collection space. Ware will follow through with these suggestions.
- Moisture investigation- Michael Kinder and Sons presented a report about the moisture in the library. Building flashings are the first priority. Kinder and Sons will do the contracting. Zech Oberlin, a Michael Kinder and Sons representative, will be at the next Board meeting. It was suggested that Zech bring examples of the materials that will be used. The Board believes this work needs to be completed before any expansion begins. Bill Stouffer suggested replacing the roof on the library before the building flashings are installed. Hank Eilts will be giving suggestions on the sewage lines. There was a trap put in the drain in the front of the building. This has helped with the odor immensely with the sewage order coming from the Hill Street side. Sam Knight and John Stephens might have more information about locations of the drains.
- Little Free Libraries- Ware is working with a group from his Leadership Development Class that is working on establishing 3 Little Free Libraries in the county. He will be getting more information concerning this in the coming months.
- Annual Report- Ware is working on the Annual Report due to the State Library on February 1st. He will have copies of this report available when finished.
- Ware inquired if it would be permissible to put shelves along the window walls in the staff work area? The Board gave permission for this.

ADJOURNMENT

Action: It was moved by Bill Stouffer and seconded by Katie Beauchamp to adjourn the meeting at 6:30 p.m. Motion passed.

Respectfully Submitted,
Pat Brubaker, Circulation Assistant

&
Ware W. Wimberly III
Director