

WABASH CARNEGIE PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting of Tuesday, February 16, 2016

The Board of Trustees of the Wabash Carnegie Public Library met in regular session at 5:30 p.m. on Tuesday, February 16th, 2016 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; Tricia Falder; Susan Baker; and Jeff Knee, and Nancy Bell. Also present were Ware Wimberly, Director; Kryston Henderson, Information Services Manager; and Laura Beutler, Youth Services Program Assistant. Shirley Walter was excused.

CALL TO ORDER

Jeff Knee opened the meeting at 5:30 p.m.

PRESENTATION - Kryston Eckelbarger and Laura Beutler talked with the Board about the library's current website and the various proposals for a new web site. Along with obstacles with the current software Website Baker, Kryston and Laura presented their thoughts on the proposals from Little Town Marketing, Green Hat Productions, and Katie Stouffer. There were some price questions per Green Hat that were still unclear. Also, the importance of a marketing aspect with the quote or in conjunction with whatever design chosen was stressed.

CENSENSUS AGENDA

The Consensus Agenda was presented.

Approval of January 19, 2016 Minutes (both regular meeting and Board of Finance meeting)

Financial Report

January Payroll

February Claims

Action: It was moved by Bill Stouffer, seconded by Nancy Bell to approve the Consensus Agenda. Motion passed.

COMMITTEE REPORT

- Bill Stouffer gave report from the City Park Board with an update on the W. C. Mills property.

NEW BUSINESS

- Circulation Assistant – With Pat Brubaker's retirement, the Circulation Assistant position became vacant. It is a part-time position with hours primarily in the evening and every third Saturday. Per consultation with Theresa Singleton, Ware offered the position to Abby Stefanatos who has been a Student Assistant with the library. Both Theresa and Ware believe Abby is very capable of fulfilling the duties Pat did. Ware recommends an increase in pay for Abby from \$10.03 to \$10.30 per hour with the additional duties of the Circulation Assistant. The Board discussed hiring Abby and the increase.

Action - Bill Stouffer moved and Tricia Falder seconded to approve the hire of Abby Stefanatos as the library's new Circulation Assistant with the increase per hour. Motion carried.

Website Design – Following discussion with Laura and Kryston (see above), the Board decided to table any decision until March so some IT questions and costs per Green Hat could be answered.

Action: Bill Stouffer moved and seconded by Tricia Falder to table a decision on a web designer until the March Board meeting. Motion carried.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Susan Baker – The Library welcomes back Susan Baker who was just appointed by the Wabash County Commissioners to complete Katie Beauchamp's term that finishes in January 2017.

Annual Report/Year in Review – In the blue packets, there should be a copy of the Annual Report and Year in Review if one wants to take with to review.

Mentor - Ware informed the Board that he has set-up a mentorship with Faith Brautigam of Kokomo-Howard County Public Library through the Indiana Library Federation.

Smell Update- Ware provided smell update. It appears that the closing of the hole in the pipe above the Women's restroom downstairs in the older part did not solve the smell problem. The smell is less and not noticeable on customer areas. However, it continues to remain very strong

in the Program Room and the Program Room storage area. When the first test was conducted, there was an area where smoke was pouring out next to the Program Room storage entrance. So there might be something in that area that still has leaks or holes. It was decided to contact Randy Titus and ask if he can be present when another smoke test is done as the next step.

Staff Birthdays – Ware asked if the library would willing to purchase Modoc's gift certificate for \$5.00 for one's birthday. It would be from a non-tax based account. Consensus of the Board to proceed with that.

Classics - Ware presented two lists of books titles that are considered classics. He will contact the local school English teachers to see what they recommend.

Newspapers – Ware recommends consideration of terminating subscription to both the New York Times and Chicago Tribune. The Board discussed these two papers including factors such as costs, customer interest, and the availability of online access.

Mileage Rate - With lower gas prices, the Board discussed whether to lower mileage rate for reimbursement. Even though the State Library recommends a mileage rate of .36 cents, it was decided to keep the mileage rate at .51 cents where it is currently.

Bank rates – The Board looked at rates information for 5 local banks. Nothing appears to beat the current rates for the library's investments. Ware will revisit later in the year.

March 17th to March 22 - Ware will be on vacation from Thursday, March 17th to Tuesday, March 22nd.

ADJOURNMENT

Action: It was moved by Bill Stouffer and seconded by Nancy Bell to adjourn the meeting at 6:50 p.m. Motion passed.

Respectfully Submitted,

Ware W. Wimberly III, Director