

WABASH CARNEGIE PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting of Tuesday, March 21, 2017

The Board of Trustees of the Wabash Carnegie Public Library met at 6:00 p.m. on Tuesday, March 21st, 2017 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 Nancy Bell, Charles Miller; Bill Stouffer; and Susan Baker. Also present were Ware Wimberly, Director; Kassie Burchett, Student Assistant. Excused members were Jeff Knee, Tricia Falder, and Shirley Walter.

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Bill Stouffer.

CONSENSUS AGENDA

The Consensus Agenda was presented.

- 1) Approval of February 17th, 2017, Meeting Minutes
- 2) Financial Report
- 3) February Payroll
- 4) March Claims

A couple spelling and grammar errors from last month's minutes were found.

Action: It was moved by Charles and seconded by Susan Baker to approve the Consensus Agenda with the grammar and spelling corrections. Motion passed.

PRESIDENT'S REPORT

None

COMMITTEE REPORT

Bill Stouffer did not attend the last park board meeting.

NEW BUSINESS

Assistant Technical Services Manager – Cody Abbott

Cody Abbott has started as the library's new Assistant Technical Services Manager and is doing a very good job. Cody is from Huntington and has recently worked at the Huntington University Library for almost 5 years. Many responsibilities that Cody had at Huntington University Library, he would have here. Ware checked his references including from the Reading Room in downtown Wabash. All three of his references thought very highly of

him. Cody is fitting in well along with adding to male quota of the library staff with Adam's recent hire.

Action: It was moved by Nancy Bell and seconded by Charles Miller to approve the hire of Cody Abbott.

DIRECTOR'S REPORT/ADMINISTRATIVE UPDATE

Boopsie

We have been having trouble with the library's Boopsie app since last year. Various staff have tried to work with the Boopsie support/help apparatus and have gotten nowhere. Thus, we have decided to cancel it. The library will be being reimbursed for about six months.

Unclaimed Money

Bill Stouffer found an unclaimed amount of money (\$995.00) on the State of Indiana Unclaimed Money web site that needs to be claimed by the library. Ware has started the reclaiming process. There is some paperwork that has to be signed by a Board Officer. Thank you to Bill.

Website

Ware is working with Green Hat to provide a completion date and get this new website done. Although Ware is seeing progress on the new website has taken much longer than anticipated. He didn't require a completion date in the beginning, but regrets not making one. We have not paid Green Hat anything to this point.

Home Brewing

The Home Brewing program occurred on Saturday, March 11th. We had 8 people attend. As you know, there was some discontentment in our community about the library having this program as possibly a promotion of alcoholism particularly to young adults. Due to the discontent, we will be staying away from this program topic in the future. With Chapman's opening up this month, it seemed like a timely subject for the community, but realize, there are social issues involved that some feel the library as a public entity should not have programming for.

Doors

The upstairs doors to the staff room have had locks and a key pad put on them for safety measures. It allows for more safety and protection for the staff.

2017 District 2 Conference May 5, 2017 Peru Public Library

The 2017 District 2 Conference this year is on May 5th at the Peru Public Library. In the past, if the location of the conference is close, the staff has attended. It is questioned whether or not to close the library for a day and require all of the staff to go. Attending the conference would allow the staff to learn about LEUs.

Phone System Upgrade

This will be discussed at the next board meeting.

E-magazines

This will be discussed at the next board meeting.

Wireless Printing

A main goal for the library is to have wireless printing. Adam has found a wireless printer called PrinterOn and it is anticipated to be installed in the next month. Thank you Adam for your research on this.

Safe

A new safe was installed in the staff room storage closet. The safe holds the library's credit card, overnight money for daily cash at the Circulation Desk, signature stamps, and a few odd and in items. With an emphasis on internal control policies and the age of the safe, Ware has decided to go with one that is less cumbersome for the staff and it also has more room for additional items.

Spring and Summer Programs

There is a new brochure on Spring and Summer programs for adult programming. Rachel has some exciting programs in the coming months and along with something in conjunction with the First Fridays to kick off the Summer Reading Programs.

April Nicely

April is retiring on Wednesday, March 22nd. April has been adamant in not wanting for us to hold a major community event despite Polly's, Nancy Snyder's, and Ware's efforts to get her the recognition she deserves. We will follow her wishes and we will have a small party on her last day. Ware will also be recognizing her at the Battle of the Books. In addition, Ware has a

\$200 gift card that her and her husband can use at any Indiana State Park. Anticipate Laura will take over April duties and have a third person hired soon as part of the Youth Services staff.

ADJOURNMENT

Action: It was moved by Nancy Bell and seconded by Susan Baker to adjourn the meeting at 6:27 p.m. Motion passed.

Respectfully Submitted,

Kassie Burchett, Student Assistant

&

Ware Wimberly III, Director