

MINUTES
BARTHOLOMEW COUNTY PUBLIC LIBRARY
Board of Trustees Meeting
4:00 p.m. Library Red Room
December 8, 2003

Call to Order

The meeting was called to order by President Nedra Spinks.

Present: Marvin Finke, Gayle Loesch, Gladys Simmons, Nedra Spinks, Beth Stroh and Russell Taylor.
Library staff: Beth Poor, Director, Teresa Reynolds, Business Manager, Tom Bigley, Library Attorney
Absent: Pam Lienhoop

Approval of Minutes

Simmons moved and Loesch seconded that the minutes of the November 10, 2003 meeting be approved. Motion carried unanimously.

Financial Report

A. Approval of Claims. Simmons moved and Taylor seconded that claims 1966 through 2124 in the amount of \$ 87,930.07 be approved. Motion carried unanimously.

B. Investments. Reynolds noted that she will move \$150,000 as budgeted from the Operating Fund to LIRF. Taylor moved approval, Simmons seconded. Motion carried unanimously. We have set up a "sweep account: with Irwin Union Bank to earn more interest on the checking account.

Director's Report

A. Special Meeting. The Board will meet at 12:00 PM on Friday, December 19 to approve expenditures for the end of 2003.

B. Salary Ranges and Salaries. Booth Poor noted changes to the salary recommendations. Spinks asked questions of Trustees:

- Are we comfortable with across the board percentage increases?
- At what point will salaries be aligned with evaluations?
- What information does the Board want to consider when setting salaries?

Board members offered input, noting that they would like to avoid "across the board" increases, that all salary increases should be aligned with evaluation (which will occur next year), and that the salaries should be established relative to comparable libraries, community standards, etc. Discussion about revenues from taxes and appropriate budgeting continued.

Stroh moved approval of the recommended salaries for 2004 including salary ranges. Simmons seconded. Vote was 5-1. The nay note reflected the Board member's discomfort with the process approving the budget and his concern about inconsistencies in revenue estimates for 2004.

C. Election of Board Officers. The nominating committee presented a slate of officers for 2004 including:

President	Beth Stroh
Vice President	Nedra Spinks
Secretary	Gayle Loesch
Treasurer	Marvin Finke

Taylor moved approval as presented. Finke seconded. Motion passed. Officers will begin service at January 2004 meeting.

D. Recommended Staffing. Booth Poor would like to wait until more information is available about survey results and financial status before staffing decisions are made.

E. Director Evaluation Samples. Several were included in Board Member packets. Those being evaluated indicated they appreciate the evaluation process. The Board will look at director evaluations and the process after the first of the year.

Unfinished Business

A. Board Retainage. Bigley provided a letter that demanded the release of the retainage due to previous contractors who worked on the chiller. We do not intend to respond, but may want to document expenses related to repairs to indicate that the retainage is not due to the contractor.

New Business

A. Inventory Tax. The County Council has approved repealing the inventory tax which will result in a \$65,000 decrease to the Library.

B. Board Budget Review. A bill that has gone to the governor would require a fiscal review by an elected body for any budget that exceeds 5% growth and was approved by an appointed body. It is unclear what body would review the budget and how growth is defined.

C. Grant for Latino Users. Requests exceeded available funds but BCPL will receive funds. Booth Poor will ask the Diversity Council to assist her in identifying items for purchase. The funds are available for video and music purchases.

Adjournment

There being no further business to come before the board the meeting was adjourned at 5:30 p.m.

Nedra Spinks, President

Beth Stroh, Secretary