

MINUTES
BARTHOLOMEW COUNTY PUBLIC LIBRARY
Board of Trustees Meeting
4:00 p.m. Library Red Room
March 8, 2004

Call to Order

The meeting was called to order by President Beth Stroh.

Present: Gayle Loesch, Gladys Simmons, Nedra Spinks, Beth Stroh and Russell Taylor. Library staff: Beth Poor, Director, Teresa Reynolds, Business Manager, Guests: John Tinkey and Mark Scott

Absent: Marvin Finke and Pam Lienhoop.

Approval of Minutes

Spinks moved and Taylor seconded that the minutes of the February 9, 2004 meeting be approved. Motion carried unanimously.

Financial Report

A. Approval of Claims. Taylor moved and Spinks seconded that claims 146 through 230 in the amount of \$181,417.55 be approved. Motion carried unanimously. Payroll expenditures now are listed in the Register of Claims to be paid. LSTA reimbursable grants such as Talking Books and the Hispanic/Latino are paid to BCPL to reimbursed payroll and other expenses as they occur.

Guests

A. John Tinkey asked how many patrons used the library on Sunday and also questioned if there is an option to keep Sunday hours in the summer. Poor replied that circulation varies from 200 to almost 500 on a Sunday. On good weather Sundays, use is slow. Adding more Sundays has not been budgeted in 2004.

B. Mark Scott asked how staffing for Sunday is scheduled. He also inquired about finding library funding and use statistics. Although information can be obtained from the Business Office, the best way to find these figures in through the Indiana State Library's web site statistical tables.

Reports

A. Director Evaluation Form/Procedure. Stroh presented a Director Evaluation form. The board members were asked to study, but not complete, the form before the April 8 board meeting. A final version of the form will be created following the April meeting. The question was raised about board members signing their forms. When the forms have been completed, a committee of the board will tally the responses and look for consensus as well as differing responses.

B. Disaster Response Policy. Poor met with Dennis Moats from the country emergency preparedness office, and obtained a great deal more input for the library's policy. Among new staff committees being formed in March 2004 is a Disaster Response committee. A policy will be created with the help of this committee for approval by the library board.

C. Weather Station. A WTHR-Channel 13 weather station will be installed on the Main Library roof sometime in late March or April 2004.

D. Building issues. Poor met with Jim Paris, architect of the 1987 library addition, to discuss exterior enhancements to the building including a ramp of the west side of the main entrance, automatic doors at the main entrance, and creation of a north-south driveway west of the building that includes two drive-up/walk-up book drops.

Poor asked if Paris should also be asked to design a railing for the flat brick overlooks on the east and west sides of the Main Library, and the board concurred.

E. Marketing. Poor showed the board BCPL's sponsored contribution to THE REPUBLIC's annual Design-an-Ad and questioned whether this was effective use of marketing dollars. Some discussion followed about paid advertising versus continuing to get coverage via news stories,

F. Wireless Connection. Whether the library receives an LSTA grant for wireless Internet connectivity or not, the project will move forward. Stroh suggested that tables and seating be added to children's area terrace, if the wireless signal is accessible there.

G. Furniture and Equipment. Taylor inquired about the bike rack for Hope Branch. It has not been purchased yet but will be soon. Taylor asked about furniture needs at the Main Library. Poor listed 2004 additions / replacements that will include meeting room tables and adjustable height children's tables. Additional shelving is needed for the Indiana Room, picture books, and large print books.

Adjournment:

The meeting was adjourned at 5:45 pm.

Beth Stroh, President

Gayle Loesch, Secretary