Minutes
Bartholomew County Public Library
Board of Trustees Meeting
4:00 Library Conference Room
September 12, 2005

Call to Order

The meeting was called to order at 4:00 p.m. by President Stroh.

Present: Marvin Finke, Pam Lienhoop, Gayle Loesch, Nedra Spinks and Beth Stroh.
Library staff: Beth Poor, Director and Teresa Reynolds, Business Manager.
Other: Tom Bigley, attorney; Dave Hayward, Jeff Colvin, and Nolan Bingham.

Absent: Betty Lu McGuire and Russell Taylor.

Approval of Minutes

Lienhoop moved and Finke seconded that the minutes of August 8, 2005 meeting be approved. Motion carried unanimously.

Financial Report

Loesch moved and Finke seconded that claims 1867 through 1976 totaling $311,026.12 be approved for payment. Motion carried unanimously.

Poor discussed new information about the e-rate and now recommends that we join the Indiana State Library e-rate consortium for the period 7/1/06 – 6/30/07. If we do not join we might lose our share of state funding for our T-1 line. By joining we will receive preference for T-1 funds, and the Indiana State Library will work on our behalf to select a connectivity vendor and apply for e-rare discounts. If we go on our own, we will have to take bids for the internet connectivity service and apply for our own e-rate discounts. Loesch moved and Lienhoop seconded that we join the consortium. Motion carried unanimously.

Reynolds requested that the board approve an agreement provided by the Indiana State Library for direct deposit of funds for grant monies such as Talking Books. This is necessary to receive funds from the state of Indiana including LSTA grant reimbursements.

Be it resolved that the Bartholomew County Public Library board of trustees hereby approves the Automated Direct Deposit Authorization Agreement as received from the Indiana State Library for the purpose of receiving payments from the State of Indiana. Finke moved and Lienhoop seconded approval of the resolution. Motion carried unanimously.

Poor reviewed the Treasurer's report and pointed out that we will likely not have enough Operating Funds left in the bank to meet all of our expenses before we receive our next tax draw from the county. Spinks moved and Lienhoop seconded to approve that Reynolds can make temporary loans from the LIRF (Library Improvement Reserve Fund) as needed in order to meet expenses until Operating funds become available. These loans must be repaid to our LIRF fund by December 31, 2005. Motion carried unanimously. Reynolds will keep the board informed of funds loaned.

Action Items

A. Budget Adoption for 2006. Spinks moved and Lienhoop seconded to adopt the 2006 Budget as advertised. Motion carried unanimously.

B. Poor advised the board that she cannot be here for the November 14th scheduled board meeting and asked if they would like to keep that date and meet without her or change the date. After some discussion and consulting of calendars, the board decided to change the date to November 7th at 4:00 p.m in the Conference Room.

Discussion and Reports

A. Walker Parking Consultants Study Update

Jeff Colvin reviewed the Supply and Demand report draft as distributed to the board. He gave a breakdown of private vs. public parking spaces available within a 9-block radius of the library building. An enlargement of the map included in the report was provided which shows the location and survey information on the area. On the July 14 survey date, there was approximately a 70% occupancy rate for all spaces. Colvin reported that parking needs are generally addressed at the 85% full level since it is rare that you would have 100% occupancy most of the time. .

The report draft includes an estimate of operating expenses. It assumes a $40 per month rate to lease the spaces to help recoup expenses. Poor reminded Colvin that we would need to partner with the city to lease spaces.

Colvin noted the average size of parking space is based on the Ford Expedition. He said we have a fairly efficient layout as is. If we build, we will have to replace our current 182 spaces as well. A cooperative arrangement would have to be established between the city and library during the construction because our current spaces would not be unavailable.

The city's plan for downtown revitalization which includes a parking garage will not alleviate our parking problem. That garage will be for growth, not to relieve the current deficit. The city will need at least 200 of the 370 proposed garage spaces to support a new hotel and replace the spaces from the lot where the garage would be built. Hayward thinks that downtown vitalization would be more successful with two garages.

Loesch inquired about parking for the new Central Middle School. Hayward advised that more spaces are being added and property for expansion will be acquired if needed.

Bingham addressed the issue of facilities programming. Stroh asked for committee volunteers to meet with Bingham to discuss the necessary elements before proceeding with a building project. Loesch, Lienhoop, Stroh, and Poor will form the committee that will meet with Bingham on September 19 at 4:00 p.m. in the Conference Room. All board members are welcome to participate. We need to determine what we want now and project needs for future.

We must also consider placement of the garage and how this will change the look and access of the neighborhood. Stroh advised the city is considering additional housing in the area, and this would increase the need for parking. Current leased spaces are generally restricted from 7:00 a.m. to 5:00 p.m. Monday through Friday.

The Main Library continues to be busy. Poor commented on the August statistics as distributed. We have experienced a 5% increase in circulation even after checkout periods for all items were lengthened beginning August 1, 2005.

New Business

Talking Books Contract. Poor advised that we have received the Talking Books contract for the 2006 fiscal year which begins October 1, 2005 and ends September 30, 2006. Lienhoop moved and Finke seconded that we approve the Talking Books contract in the amount of $65,922.00. Motion carried unanimously.

Adjournment

There being no further business to come before the board the meeting adjourned at 5:10 p.m.

Respectfully submitted,

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Gayle Loesch, Secretary Pro-tem Beth Stroh, President