

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
4:00 Library Conference Room
December 11, 2006

Call to Order

The meeting was called to order at 4:10 p.m. by President Stroh.

Present: Judy Jones, Gayle Loesch, Nedra Spinks, Beth Stroh and Russell Taylor. Library staff: Beth Poor, Director, Teresa Reynolds, and Tom Bigley, attorney.

Absent: Marvin Finke and Betty Lu McGuire.

Approval of Minutes

Jones moved and Taylor seconded that the minutes of the November 8, 2006 meeting be approved. Motion carried unanimously.

Financial Report

Jones moved and Loesch seconded that claims 3323 through 3420 in the amount of \$251,415.29 be approved for payment. Stroh asked about our insurance premiums and wondered if we would have to increase costs to the employee. Poor explained that we had our insurance review in September and that our claims experience was very low, so no increase was necessary. The new contract year became effective October 1, 2006. There being no further discussion or questions, the motion carried unanimously.

Reynolds reported that the temporary loan from LIRF to the Operating Fund is due to be repaid by December 31, 2006. The Bartholomew County Auditor does not anticipate any problems getting our final draw to us by December 29, 2006. Should there be a delay the board will need to pass a resolution requesting an extension for repayment. Taylor moved and Jones seconded that in the event funds are not received by December 31, 2006, that a request for an extension to repay the loan from LIRF. Motion passed unanimously.

Action Items

A. Election of Library Board Officers for 2007. Spinks presented the nominating committee's 2007 slate of officers as follows:

President –Beth Stroh

Vice-President – Gayle Loesch

Secretary – Betty Lu McGuire

Treasurer – Russell Taylor

There being no nominations from the floor Taylor moved and Spinks seconded that the slate of officers be elected as stated. Motion carried unanimously.

B. Approval of Library Director Salary for 2007. Stroh reviewed the board's evaluation of Poor as discussed in executive session. Stroh stated that there are visible changes at the library, particularly with staff. It was agreed that Poor provides personal leadership with patrons and staff. The board feels that Poor empowers staff to be leaders and encourages her to assist them in becoming involved in other community projects. It was also noted and greatly appreciated by the board that Poor is taking care of the facilities and they know she will take care of business.

A four percent increase is recommended for the director's 2007 salary which brings the annual amount to \$84,500.00 or \$40.62 per hour. Loesch moved and Spinks seconded that the 2007 salary for the director in the amount of \$84,500.00 be approved. Motion carried unanimously.

D. Approval of job classification and salary schedule for 2007. Poor discussed the proposed Classification and Salary Schedule as distributed. Poor noted that the position of assistant director is still on the list even though there are no plans to fill that position in 2007. Jones moved and Spinks seconded that the Classification and Salary Schedule for 2007 be approved. Motion carried unanimously.

The Salary Schedule for 2007 was reviewed. Spinks moved and Taylor seconded that the 2007 Salary Schedule be approved as recommended. Motion carried unanimously.

E. Frances Carr scholarship funds for Tyler Munn. Taylor moved and Loesch seconded that Munn be awarded \$2,500 in scholarship funds from the Frances Carr Memorial for spring semester expenses. Motion carried unanimously.

5. Reports.

Poor attended a meeting presented by the Indiana Library and Historical Board on December 8th that reviewed meeting procedures of public entities. Items discussed included legal ways for board members to discuss library business. Meetings cannot be held via electronic means including telephone, email, or instant messaging. Board members can communicate using telephone or email messages, but they cannot make decisions outside of a public meeting via phone or email. The library director can advise the board via print or email about annual actions which must be taken for the library to remain in compliance with Indiana law. The library director also can communicate news about library happenings via print or electronic means. Actual recommendations for actions, votes, agreements by consensus, and other meeting activities must take place in a room with a quorum of library board members present during a publicly announced meeting.

Stroh asked if there were any other items to discuss. Jones inquired about the status of replacing the bollards on the circle drive. Poor reported that they have been received and need to be painted before being installed.

Jones also asked if there is a reason why we were using pea gravel around the locust trees in front of the Main Library. Poor commented that the pea gravel cuts down on the problems of skateboarding on the bricks. The pea gravel replaced the concrete rings that had surrounded the locust trees during the 1970 s and 1980s. The pea gravel allows more water to reach the tree roots and gives the trees more space in which to grow.

Adjournment

There being no further business to conduct, Stroh adjourned the meeting at 4:55 p.m.

Respectfully submitted,