

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
4:00 Library Conference Room
January 16, 2006

Call to Order

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

Present: Pam Lienhoop, Gayle Loesch, Betty Lu McGuire, Nedra Spinks, Beth Stroh and Russell Taylor. Library staff: Beth Poor, Director and Teresa Reynolds, Business Manager. Other: Tom Bigley, attorney; Lynn Bigley, Architectural Archives.

Absent: Marvin Finke.

Reports

Stroh elected to change the order of the meeting so that Lynn Bigley could complete her presentation to the board and not have to wait through the general business to be conducted. Lynn Bigley gave a PowerPoint presentation about the Columbus Indiana Architectural Archives. This not-for-profit organization is attempting to secure grant funds to continue the cataloging of the archives collection at the library, hire an archivist, and find a large site for the collection. A written report was distributed explaining the mission of the organization the progress to date. The board thanked Lynn Bigley for the information.

Approval of Minutes

Taylor moved and Loesch seconded that the December 12, 2005 executive session minutes be approved. Motion carried unanimously.

Spinks moved and Lienhoop seconded that the minutes of December 12, 2005 meeting be approved. Motion carried unanimously.

Financial Report

Spinks moved and Loesch seconded that claims 2276 through 2302 totaling \$463,130.53 be approved for payment. Motion carried unanimously. Reynolds noted that these claims included the \$100,000.00 transfer to LIRF.

Spinks moved and Taylor seconded that claims 2303 through 2381 totaling \$139,780.97 be approved for payment. Motion carried unanimously.

Action Items

A. End of 2005 Transfers and Encumbrances. Business Manager, Teresa Reynolds recommended transfers within the Operating Fund in the amount of \$80,877.00. Spinks moved and Lienhoop seconded to approve transfers within major categories as attached. Motion carried unanimously.

Reynolds presented a resolution to make the following transfers between categories:
\$215,746.00 from Personal Services:
\$8,805.00 to Supplies
\$14,352.00 to Other Services & Charges
\$192,589.00 to Capital Outlays

Spinks moved and Taylor seconded that the resolution be approved as presented. Motion carried unanimously.

Reynolds reported that we had depleted almost every category of the 2005 budget with the exception of the Talking Books appropriation. The Talking Books program receives funds on the federal October through September fiscal year. The Resolution to Encumber Operating Funds for the Talking Books appropriation in the amount of \$10,103.00 was presented for approval. Loesch moved and Lienhoop seconded approval of the Resolution to Encumber Operating Funds. Motion carried unanimously.

A list of cancelled warrants was distributed and the funds have been receipted back to the original funds. The warrants will be replaced to cover the expenses to the vendors.

The board reviewed the financial report and Reynolds and Poor clarified the various funds and how they are used. Reynolds noted that the sweeps account with Irwin Union Bank has been very helpful in earning interest but will pursue quotes for CD's on some of the gift funds and possibly the LIRF monies since interest rates have increased.

B. Appointment of Board of Finance 2006. Board of Stroh asked for volunteers to be on the Board of Finance. Taylor and Loesch will serve as President and Secretary respectively. The appointments were approved.

Reports

A. Columbus Indiana Architectural Archives progress report. Poor advised that the Architectural Archives have filled the available space at the Main Library. Though the CIAA has investigated other locations to house the archives, no spot better than the current BCPL location has been identified. Whenever CIAA accumulates enough funding, they could like to hire a full-time archivist. The Visitor's Center continues to pay two persons from the Indiana University archives department to work a few hours each week cataloging the BCPL archives collection using the AskSam computer program. These entries are backed up on a library server so they can be stored safely and possible shared via the Internet at a later date.

B. Library Expansion/Parking Garage Project. Stroh suggested that a retreat be scheduled during February to do have discussion of the project and determine how and if we want to proceed. Poor asked if the board would be interested in going to the Sirloin Stockade as they had done previously. Loesch felt a meeting at the library would be better due to the noise levels and the meal could be catered. Meals would be paid by the individuals and not from the library budget. It was agreed that the retreat could begin after the regular board meeting in February. Members will contact Stroh and Poor to set the meeting date.

New Business

Poor distributed copies of the annual report. Taylor was pleased with the statistics and felt it should we are serving the public well. Poor reported that patrons have accepted the increase in fines and extended borrowing times. We still show an increase in circulation from 2004 despite increasing the checkout period by 7 days.

Adjournment

There being no further business to come before the board the meeting adjourned at 4:55 p.m.

Respectfully submitted,

Betty Lu McGuire, Secretary

Beth Stroh, President