

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
4:00 Library Conference Room
January 15, 2007

Call to Order

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

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

Absent: Marvin Finke and Nedra Spinks.

Approval of Minutes

Jones moved and Taylor seconded that the minutes of the December 11, 2006 Executive Session meeting be approved. Motion carried unanimously. Loesch moved and Jones seconded that the December 11, 2006 board meeting be approved. Motion carried unanimously.

Financial Report

Taylor moved and Loesch seconded that claims 3421 through 3475 and 3479 through 3480 in the amount of \$404,819.53 be approved as presented. Reynolds explained that claims numbered 3476 through 3478 were internal transfers that do not show as expenditures and therefore do not appear on the claims to be paid list. The Treasurer's Report reflects transfers that repaid the \$500,000 loan from LIRF to the Operating fund and reimbursement from LSTA grant money for Talking Books expenditures that were paid with Operating funds. Reynolds also noted that we received \$5,565 in State Technology Fund Grant money. Motion carried unanimously. Jones moved and Loesch seconded that claims 3481 through 3525 in the amount of \$93,395.74 be approved as presented. Motion carried unanimously.

Reynolds reported that we received just 85% of our December draw. According to the Bartholomew County Auditor, the balance should be available soon.

Action Items

A. End of 2006 Transfers and Encumbrances. Reynolds recommended transfers within each of the Operating Fund categories totaling \$62,176. Jones moved and Loesch seconded to approve transfers within major categories as attached. Motion carried unanimously.

A resolution to make the following transfers between categories was presented as follows for approval:

\$144,818.00 from Personal Services
\$14,705.00 to Supplies
\$17,869.00 to Other Services & Charges
\$112,244.00 to Capital Outlays

Jones moved and Taylor seconded that the Library Appropriation Resolution transferring Operating Funds from Personal Services to Supplies, Other Services & Charges and Capital Outlays totaling \$144,818.00 be approved as presented. Motion carried unanimously. The resolution will be filed at the office of the Bartholomew County Auditor and a copy will be forwarded to the Department of Local Government Finance.

A Resolution to Encumber Operating Funds in the amount of \$10,274 for group insurance and \$22,982 for Talking Books expenses was presented. Taylor moved and Loesch seconded that encumbrances totaling \$33,256 be approved as presented. Motion carried unanimously. A copy of the resolution will be forwarded to the Indiana State Board of Accounts.

B. Loesch moved and Taylor seconded that authorization be approved to borrow up to \$200,000 from LIRF in the event that we do not receive enough funds to cover Operating Fund expenditures during the coming months. This loan would be paid back by December 31, 2007. Motion carried unanimously.

C. Appointment of Board of Finance 2007. Stroh will serve as secretary and Taylor will serve as president of the Board of Finance for 2007. They will meet with Reynolds at the close of today's meeting.

5. Reports.

Poor received a letter from Dan Patterson on behalf of Starks Mechanical requesting release of funds placed in retainage escrow for work done on an air handler several years ago. Bigley advised against releasing funds to Starks since the work was done incorrectly. Bigley will respond saying that the funds should be released to the library because we have spent more money correcting their work than is in the account.

Discussion followed about the Annual Report of BCPL statistics and services provided for the board's information by Poor. Jones found the information helpful and inquired why the annual Children's Author/Illustrator program was discontinued. Poor explained that attendance had dropped to the point that it no longer justified the expense. The Bartholomew County Library Associates board felt it would be better to sponsor Family Time Entertainment programs. This has been very successful. This series requires much less cost and staff preparation and reaches more people in the community than had been possible with the Children's Author/Illustrator series.

Poor also reported that revised borrower's applications have been printed in Spanish as well as English.

Adjournment

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

Respectfully submitted,

Betty Lu McGuire, Secretary

Beth Stroh, President