

Bartholomew County Public Library  
Board of Trustees Meeting  
4:00 Library Conference Room  
March 10, 2008

Call to Order

The meeting was called to order at 4:05 p.m. by Vice-President Loesch.

Present: Gayle Loesch, Betty Lu McGuire, Russell Taylor and Billie Whitted. Library staff: Beth Poor, Director, Teresa Reynolds. Guests: John Tinkey.

Absent: Marvin Finke, Nedra Spinks and Beth Stroh.

Approval of Minutes

Taylor moved and McGuire seconded that the minutes of the February 11, 2008 board meeting be approved. Motion carried unanimously. Motion carried unanimously.

Financial Report

Poor explained claim 4840 for a new OverDrive Digital Library Reserve. This subscription allows individuals to check out audio books to their computers for 7 days. The audio books can be transferred to an MP3 player, discs, and or jump drive and retained indefinitely. This service will be in addition to current subscription to NetLibrary downloadable audio books. The major difference between the two services is the OverDrive will feature popular titles while Net Library provides more nonfiction, audio Bible, scholarly materials, and foreign language learning tools. OverDrive is projected to go live in early May. Claim 4914 is the registration fees for District 6 ILF conference on April 4<sup>th</sup> in Madison, Indiana. The library will close that day so all staff members can attend the conference. Poor advised that we will be hosting the 2009 District 6 meeting on April 3 next year. McGuire moved and Taylor seconded that claims 4826 through 4914 in the amount of \$229,426.07 be approved as presented. Motion carried unanimously.

Public Input

Before proceeding with the agenda, Loesch asked Tinkey if he had comments or questions. Tinkey thanked Poor for posting the snow closings on channel 8 TV. He also suggested we have a collection at Columbus Regional Hospital for patients' use. Poor advised that we had in the past provided books for patient use, but the program was discontinued at the hospital's request.

Action Items

A. Vacation Policy. Poor explained potential changes to the current policy. Poor surveyed other large Indiana public libraries about their vacation policies before drafting the new policy. Poor proposed that vacation time be accrued on a monthly basis, rather than annually. Any increases to time earned would be determined by the hire date of the employee. Vacation time can be accrued to a maximum of 36 days, and can be taken in increments as small as one hour. In order to start this process, all full-time employees will be given the unused vacation time that they had earned during 2007 plus time earned during the first quarter of 2008 under the old policy. The new policy would take effect on April 1, 2008.

After discussion, McGuire moved and Whitted seconded approval of the new vacation policy. Motion carried unanimously. Whitted asked how staff will be notified, and Poor advised that a copy of the policy with a memo will be distributed to each full-time staff member. The policy will also be posted in the Personnel Manual that is available online to all staff via the library shared files.

5. Reports.

A. Board Appointments. Board terms for Finke and McGuire will expire on April 18, 2008. McGuire has agreed to continue if reappointed. Bigley's office will send letters to the appointing authorities.

An updated board member directory was provided.

Poor noted that all-library circulation is up 18% for 2008 as compared to the first two months of 2007. Conversely, program attendance is down slightly, and this may be due to harsh weather. Loesch asked about the Sanders/Grimm Distinguished Guest Speakers program, and Poor reported that there were more than 100 people in attendance. McGuire asked about the teen reading program at Hope, and Poor advised that David Miller is working on putting things together for the new space.

6. New Business.

None.

Adjournment

There being no further business to conduct, Loesch adjourned the meeting at 4:45 p.m.

Respectfully submitted,

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Billie Whitted, Secretary

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Gayle Loesch, President Pro-tem