

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

Call to Order

The meeting was called to order at 4:07 p.m. by President Stroh.

Present: Betty Lu McGuire, Nedra Spinks Beth Stroh, Russell Taylor and Billie Whitted. Library staff: Beth Poor, Director, Teresa Reynolds, Business Manager; Tom Bigley, library attorney.

Absent: Gayle Loesch and Brenda Tallent.

Approval of Minutes

Whitted moved and McGuire seconded that the minutes of the October 13, 2008 board meeting be approved. Motion carried unanimously.

Financial Report

Claims 5610 through 5677 were reviewed. After reviewing the claims Taylor moved and Spinks seconded that claims 5610 through 5677 in the amount of \$186,794.69 be approved for payment. Motion carried unanimously.

Poor reviewed the Budget Expenditure Report. There were no questions. Reynolds provided a bank reconciliation report from Dunn & Associates as requested by Whitted. The report reflects the group insurance account balance as of October 31, 2008. These funds will change as upcoming claims and premiums are paid.

Whitted asked if we had heard from the County Council regarding the 2009 budget. Poor advised that we have not heard from them.

Comments and Questions from the Public. None

Action Items

A. Nominations for 2009 Library Board officers. Spinks chaired the nominating committee that included Loesch and Tallent. The committee felt strongly that the current people remain in office for 2009. The committee recommended the following slate of officers: President – Stroh; Vice President – Loesch; Secretary – Whitted; and Treasurer – McGuire. No nominations from the floor were made. Whitted moved and Taylor seconded that the proposed slate of officers for 2009 be approved. Motion carried unanimously.

B. Adoption of Out-of-County Borrower fee. Taylor asked how we determine the per capita figure for residential borrowers. Poor advised that the Indiana State Library has a formula to establish that dollar amount. Out-of-county borrower fees must be higher. Whitted asked how many patrons participate. Poor advised that this year only three individual cards were purchased during 2008. Spinks moved and Taylor seconded that the 2009 Out-of-County Borrowers fees of \$50 for individual and \$100 for families be approved. Motion carried unanimously.

C. Approval of 2009 Salary Classification and Salary Schedule. Stroh noted that we want our schedule to be within the range of other libraries of our size in order to stay competitive to retain staff. In various meetings around the state, Poor has heard that other Indiana public libraries have budgeted raises ranging from zero to 3% for the coming year. McGuire moved and Spinks seconded approval of the 2009 Salary Classification and Salary Schedule. Motion carried unanimously.

D. Approval of 2009 Staff Salaries. Poor discussed responsibilities of reference staff and how they divide their time between professional and paraprofessional tasks. The staff list includes all employees on the roster including those on medical leave or in college. Two typos were corrected to show that all starting hourly rates for 2009 are the same as in 2008. Whitted moved and Spinks seconded that the 2009 staff salaries be approved as presented. Motion carried unanimously.

### Reports.

A. Library Director annual review. Review paperwork will be distributed to board members, and the review will occur in December.

B. Main Library parking lot. Poor provided a map indicating which parking spaces belong to BCPL and the Visitors Center. Our parking spaces are painted with yellow lines and public parking spaces are painted white. We occupy approximately 75 spaces which is not even half of the spaces in the lot. Five gates would be necessary to monitor parking. Some discussion followed regarding city spaces.

Poor advised that the brick repair work at Hope Branch has not been done but that Dunlap has been contacted again to get it on the schedule. Also, some brick repairs are needed at Main Library. Whitted asked if there had been a response to reducing Sunday hours. Poor said she had received only one and that it was favorable.

Stroh asked about the book sale and Poor advised that the profit was down from prior years probably due to buyers having less discretionary cash and also due to late publicity in the newspaper. Profits also were affected this year because the Library Associates had to rent tables rather than borrow them from Columbus Parks and Rec.

Poor also discussed statistics that showed continuing increases in circulation, reference assists, interlibrary loan, and program attendance.

### Adjournment

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

Respectfully submitted,

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Billie Whitted, Secretary

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Beth Stroh, President