

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
Library Conference Room
January 19, 2009

Call to Order

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

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

Absence: Gayle Loesch and Betty Lu McGuire and Brenda Tallent.

Approval of Minutes

Spinks moved and Taylor seconded that the minutes of the December 22, 2008 board meeting be approved. Motion carried unanimously.

Financial Report

Claims 5791 through 5798 dated December 23rd through December 31st were reviewed. Spinks moved and Whitted seconded that claims 5791 through 5798 in the amount of \$108,932.80 be approved for payment. Motion carried unanimously.

Claims 5799 through 5869 dated January 1st through January 22nd were reviewed. Taylor moved and Spinks seconded that claims 5799 through 5869 in the amount of \$124,762.61 be approved for payment. Motion carried unanimously.

Action Items

A. End of 2008 Transfers and Encumbrances. Reynolds reviewed the 2008 Reduced Budget Expenditure Report which reflects the appropriation balances as of December 31, 2008. Based on those balances, the 2008 Operating Fund Budget Appropriation Transfers were explained. There were sufficient balances in all major categories to be able to make the appropriation transfers. Whitted moved and Spinks seconded that the 2008 Operating Fund Budget Appropriation Transfers totaling \$90,204 be approved as presented and be made a part of these minutes. Motion carried unanimously.

The Resolution to Encumber Operating Funds was presented. Spinks moved and Taylor seconded to approve the Resolution to Encumber Operating Funds from the 2008 Operating Budget on purchase orders 153, 154 and 155 totaling \$15,340 as presented. Motion carried unanimously.

B. Appointment of Board of Finance 2009. Stroh asked for volunteers to serve on the board of finance. All board members present agreed to serve. The Board of Finance 2009 was set to convene following the regular board meeting.

Reports

Poor reviewed the BCPL annual report providing an overview of activities and statistics for the year 2008. She noted that all staff members attended some form of continuing education programs or training during the year. BCPL will be hosting the ILF District 6 meeting on April 3, 2009. All employees will participate.

Brittney Hart of THE REPUBLIC requested information for an article. Poor suggested an article about patrons using the library to complete Indiana Workforce Development applications for unemployment. Hart was also interested in general statistics for 2008.

Taylor asked if we were still experiencing DVD thefts. Poor advised that we are working toward a solution by creating a special checkout area for these items.

Poor reported on a meeting that she attended with Central Indiana library directors. Discussion followed concerning liability, insurance, library responsibilities and outside contractor responsibilities.

New Business

Poor reported that McClain Clotfelter, full time Library Assistant in Children's Services, has been accepted into the Indiana University School of Library and Information Science. He plans to earn a master's degree focusing on children's services. Clotfelter has submitted a request for scholarship funds from the Carr Memorial. He also requested scholarship help from the Bartholomew County Library Associates. Poor advised that BCLA will be providing assistance but not until their scholarship committee can meet and create a proposal for the March 11 BCLA meeting.

Stroh inquired about our guidelines for the Carr scholarship funds and feels we need to review what has been provided to others. After some discussion, Spinks moved and Whitted seconded that we approve \$970 in Carr scholarship funds to Clotfelter for the current semester. Clotfelter also must sign a letter of intent to remain employed with BCPL for at least one year after completing his MLS degree.

Poor noted that Michelle Williams has returned to BCPL on a part-time basis.

Adjournment

There being no further business to conduct, Stroh adjourned the meeting at 5:15 p.m.

Respectfully submitted,

Billie Whitted, Secretary

Beth Stroh, President