

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
Library Conference Room
October 11, 2010

Call to Order

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

Present: Gayle Loesch, Betty Lu McGuire, Beth Stroh, Brenda Tallent, Russell Taylor, Robin Whited and Billie Whitted. Library staff: Beth Poor, Director, Teresa Reynolds, Business Manager, Regina Cummings, Bookmobile Manager and Cheryl Lee, Bookmobile Assistant; Mike McIver, attorney.

Approval of Minutes

The minutes of the September 13, 2010 board meeting were reviewed. Whitted requested that page 2, paragraph 3 be corrected as follows: "Whitted asked who wrote the bookmobile specifications and if the engine and wiring specifications were so narrowly written that only one manufacturer can meet our bookmobile specifications." Whitted moved and Taylor seconded that the minutes of the September 13, 2010 board meeting be approved as corrected. Motion carried unanimously. Poor advised that the minutes will be corrected and posted to the webpage.

Financial Report

Claims 7689 through 7780 in the amount of \$564,849.46 were reviewed. Reynolds advised that a temporary loan from LIRF to the Operating Fund in the amount of \$300,000.00 is included in the list. She also advised that quarterly withholdings and other quarterly expenses are part of the total claims. Poor noted that the approximate balance of \$30,000.00 due Sirsi/Dynix is not included for payment. We will withhold payment until we are satisfied that the project is working correctly. Stroh asked about claim 7780. Poor said this pays for staff registration to the annual ILF conference. The registrations are being paid out of the Carr Memorial Education Fund. Taylor asked if claim 7742 for RWD Service was for routine maintenance and Reynolds said yes. Taylor moved and Loesch seconded that claims 7689 through 7780 in the amount of \$564,849.46 be approved for payment as presented. Motion carried unanimously.

Action Items

A. Adoption of 2010 Operating and LIRF Budgets. Poor noted that the County Council reviewed our 2011 budgets on September 14th. Whitted moved and Whited seconded that the 2011 LIRF and Operating Fund budgets be adopted. Motion carried unanimously.

B. Approval of Bookmobile Purchase. Stroh asked Cummings and Lee why we should replace the current vehicle. Cummings advised the current bookmobile is falling apart. We have two excellent mechanics and our facilities manager, Elzy Sipes, who have been very helpful in keeping it running. Lee said repairs are getting more difficult to make, because parts are becoming increasingly hard to find. The current vehicle was purchased March 4, 1997.

Cummings said they have to call patrons when the bookmobile is out of service. Stroh asked what the impact is when they have to cancel stops and how does the general public feel about the bookmobile. Cummings said patrons have asked what they can do to ensure the purchase of a new bookmobile. Lee noted that people are very disappointed when service is cancelled. They get to know the patrons and feel like they are family.

The bookmobile is our mobile branch library and has always exceeded the circulation of Hope Branch Library. Poor noted prior years' discussions about opening other branch libraries before the board determined it would not be financially feasible. Expenditures for a new branch likely would be 10 times more than the cost of a new bookmobile.

Cummings listed some of the bookmobile stops including neighborhoods, schools, churches, and retirement centers. The location of stops is based on past use and requests from the public. There is at least one public stop in each township. Cummings and Lee are now seeing third generation patrons since they have been on the bookmobile.

Cummings and Lee normally don't go inside of the retirement centers, but they can drop off books at the front desk for physically challenged patrons who cannot use the bookmobile steps. The design of steps on a new vehicle will allow easier access for patrons.

Whitted asked who selects materials for the bookmobile. Cummings advised that Poor is usually responsible for selections but Cummings has recently begun selecting adult fiction. New books are added every week. Magazines are selected by the bookmobile staff and are very popular. Materials are periodically switched out for variety. The bookmobile does not charge overdue fees.

Whitted asked if requests are filled. Lee advised yes, and that lists are submitted for items requested. Whitted asked what the mileage is on the current and Cummings said approximately 86,000 miles. This is mostly stop and start miles rather than highway miles.

Whitted asked about delaying the purchase for one year. Cummings advised that at some point we might not be able to go out at all. Poor noted that the money is available in LIRF for the purchase of a new bookmobile. Stroh asked what we paid for the current vehicle and Poor said \$64,880 including graphics in 1997. Stroh calculated the cost to be about \$5,000 per year. She asked about circulation statistics and Lee said between 5,200 to 6,000 items per month. Loesch noted that it is also good advertising for the library.

Poor reviewed the responses received from the vendors we contacted for quotes. Stroh noted that basically only two vendors can meet the size limitation specs but only one of them can meet the price maximum of under \$150,000 for purchasing items via quotes as set by Indiana library law.

Discussion regarding warranties, engines and size of the vehicle continued. Stroh asked what the approximate delivery time would be if the board approves the purchase. Poor said it would be five to six months before we would receive the vehicle. Taylor said that basically size is the limiting factor. Poor noted that next time we resurface the ramp we will have to remove some asphalt. Taylor asked why Seymour chose Moroney. Cummings said that Jackson County Public Library had problems with the vendor of their previous bookmobile, researched other vendors, and found that Moroney best met their needs.

McGuire moved and Loesch seconded that we accept the quote from Moroney Bookmobiles and purchase a new bookmobile. Whitted advised that she still is not feel comfortable making this purchase due to a bad economy. She values the bookmobile personnel and feels we need the service. Taylor was concerned about the price increasing if we wait another year. Stroh said the board made a decision a few years ago not to open another branch to save costs. The bookmobile fills this need for less money. She sees both sides of the issue and the need to maintain a balance in LIRF but this is the purpose of the fund. Poor noted that the bookmobile does more business in five days a week than Hope Branch does in six days a week.

McGuire asked about trade in or outright sale. Poor said we should be able to find someone interested in purchasing the current vehicle. Stroh called for a vote. Motion passed with six votes in favor and one opposed.

C. Approval of Library Board ByLaws. Mclver reviewed the proposed changes to the BCPL Library Board Bylaws as required by the new Indiana State Library standards for public libraries. He had questions about the recommended language concerning nepotism and will research further and return with revisions at the next board meeting.

D. Whitted asked who hires the board attorney or is responsible for contractual services. Poor advised that staff selects persons and companies to provide various contractual services such as repairs, property maintenance, insurance, and computer services.

Reports

A. SirsiDynix Migration. Poor advised that we are still having problems with down time. Other SirsiDynix clients using Microsoft 8 server software have been experiencing similar issues. Anna Smith, our System Manager, has been working extra hours as she consults with SirsiDynix on each down time situation.

Poor also discussed the November 1 start-up for Freegal which us a service for downloading music from the Sony catalog of 550,000 songs in 690 music genres

New Business

None.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 5:37 p.m.

Respectfully submitted,

Brenda Tallent, Secretary

Beth Stroh, President