

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
Library Conference Room
September 13, 2010

Call to Order

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

Present: Gayle Loesch, Beth Stroh, Brenda Tallent, Russell Taylor, Robin Whited and Billie Whitted. Library staff: Beth Poor, Director, Teresa Reynolds, Business Manager; Tom Bigley, attorney.

Absent: Betty Lu McGuire.

Approval of Minutes

The minutes of the August 9, 2010 board meeting were reviewed. Whitted moved and Whited seconded that the minutes of the August 9, 2010 board meeting be approved as presented. Motion carried unanimously.

Stroh arrived and took over the proceedings.

Financial Report

Claims 7594 through 7688 in the amount of \$626,839.73 were reviewed. Poor reviewed several of the claims because the total amount was much higher than usual. Claim 7606 transferred operating funds from Indiana Bank & Trust to our First Financial Bank account. Repairs to Hope Branch were made on claim 7630 and 7639. Claim 7653 was for the installation of security cameras. Annual insurance policy renewals were on claim 7657, bookmobile repair was on claim 7658. Claim 7683 was partial payment of the new computer system and claim 7688 reimbursed the petty cash account for expenditures. Taylor inquired about claim 7672 for Davey Tree. Poor noted that part of this was routine maintenance; mulching was done annually. Loesch moved and Taylor seconded that claims 7594 through 7688 in the amount of \$626,839.73 be approved as presented. Motion carried unanimously.

A Resolution to Establish a Temporary Loan from LIRF to the Operating Fund in the amount of \$300,000.00 was presented for approval by Reynolds. Taylor moved and Loesch seconded approval of the Resolution to Establish a Temporary Loan from LIRF to the Operating Fund. Motion carried unanimously.

Action Items

A. Public Hearing for 2010 Operating and LIRF Budgets. No one from the public was present. Stroh asked the board if there were any questions about the advertised budgets. There were none.

We have been advised that Dan Eggermann, who works as a consultant for the county, will present our budget at the County Council meeting on September 14, 2010 for a nonbinding review.

B. Resolution for Participation in State Internet Consortium. Poor read the Commitment to Join Indiana State Library Consortium for Public Library Internet Access for Funding Year 2011 – July 1, 2011 Through June 30, 2012. She explained that we receive grant funds which pay most if not all of our connectivity charges as a result of participating in the consortium. ADTEC will file E-Rate paperwork on behalf of BCPL. Tallent moved and Whitted seconded to approve the resolution as read. Motion carried unanimously.

Reports

A. SirsiDynix Migration. Poor advised that the migration is going as planned. She reviewed the time frame and noted that the library will be closing at 4:00 p.m. on September 15 and reopen at 1:00 p.m. on September 16. This will allow time for the migration to be completed and for staff to check in and shelve materials that have to be held until the migration is complete. Stroh noted reading about our closing schedule as published in THE REPUBLIC.

B. Bookmobile New Vehicle. Poor discussed the procedures required to request quotes for a new vehicle. If the cost of a purchase exceeds \$150,000.00 the library must use a formal bid process. As long as the cost is below the bid threshold, we can request quotes for the item from three suppliers and give a minimum of seven days for a reply.

Poor responded to questions emailed by Whitted regarding specs for the vehicle. Poor has a list of four vendors to contact even though Moroney Monolite Bookmobiles is the only company that has indicated no problem in constructing a vehicle to meet our requirements for size, height, and placement of doors.

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. Poor explained that each manufacturer specifies the engine and chassis with which they do construction.

Poor advised that the vehicle cannot exceed the measurements of height and length for our garage. A driver's side door is a safety feature for emergency exit from the vehicle. We also open the driver and passenger doors to provide ventilation at stops during temperate weather rather than running the engine or generator air conditioning. The weight of the vehicle must be limited in order to use some of the bridges in the county. Stroh noted that none of our requirements minimize a vendor's ability to place a quote.

Stroh asked Whitted what her concerns were in getting the quotes. Whitted advised that she is just concerned that we get the best deal for our funds. She provided a list of additional vendors. Taylor agreed that we should request quotes from several vendors. Poor will request quotes from a number of vendors and ask that they be received by the October board meeting.

Taylor asked the age of the current vehicle, and Poor responded 13 years. Whitted asked if we had replaced the engine and Poor advised no. Most of the problems have been with wear on the chassis wear and repeated repairs on the brakes, suspension, radiator, and hoses. Stroh asked how long it would take to build the new vehicle, and Poor estimated five to six months.

New Business

Whitted noted cancellation of the “From Tea Leaf to Tea Cup” program scheduled for this evening. Poor said the speaker is ill. The program has not been rescheduled as of today.

Poor advised that Michelle Copple and Dustin Bowling have joined the staff.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Brenda Tallent, Secretary

Beth Stroh, President