

Minutes
Bartholomew County Public Library
Board of Trustees Meeting
Library Conference Room
September 12, 2011

Call to Order

The meeting was called to order at 4:03 p.m. by President Stroh.

Present: Gayle Loesch, Betty Lu McGuire, Beth Stroh, Robin Whited, Billie Whitted and Mike Wilkerson. Library staff: Beth Poor, Director, Jason Hatton, Assistant Director, Teresa Reynolds, Business Manager; Mike McIver, attorney.

Absent: Brenda Tallent.

Approval of Minutes

The minutes of the August 8, 2011 board meeting were reviewed. Whitted moved and Wilkerson seconded to approve the minutes as corrected. Motion carried unanimously.

Financial Report

Claims 8726 through 8820 in the amount of \$210,282.72 were reviewed. Poor noted claim 8788 to Nading Mechanical for air conditioning repair at Hope Branch. She also explained claim 8767 to BCLA for reimbursement for the purchase of books trucks from Walden Books.

Loesch moved and Wilkerson seconded approval of claims 8726 through 8820 in the amount of \$210,282.72. Motion carried unanimously.

Resolution for Loan from LIRF. Reynolds requested approval for a temporary loan to the Operating Fund from the LIRF. She explained that it is unlikely that we will have enough operating funds on hand to meet expenses due before receiving our next property tax draw. Loesch moved and McGuire seconded that the Resolution to Establish a Temporary loan from LIRF to the Operating Fund in the amount of \$500,000.00 be approved. Motion carried unanimously.

Action Items

A. Talking Books Contract 2011. Poor advised that the Talking Books contract has been received and the counties served by this sub-regional office remain the same as in previous years. The amount of the grant is \$80,000. Whitted moved and Whited seconded the motion and it carried unanimously

Reports

A. Long Range Plan. Poor provided borrower registration statistics. Whitted asked if we had any daily activity numbers. Hatton advised that we are busiest on Mondays and Tuesdays. Thursday mornings and Saturday mornings until 10:00 a.m. are the slowest times for use by the public. Poor noted that further analysis would take some time to put together.

Stroh asked what is the furthest patrons must travel to get to the main library. Poor stated that it is probably borrowers from the southern end of the county or from up around the Columbus Airport.

Stroh asked for ideas about how board members could get involved in the long range planning process. Loesch presented a photograph of the library grounds and made the suggestion that the plaza serve as the starting point for physical improvements. She suggested that only a portion of the plaza be replaced with concrete that matches the color of the brick pavers. Some large planters could be positioned into place on the plaza such as are placed on the street corners downtown.

Additionally, Loesch commented on the staircase that leads to the children's department as an area that is in need of repair. Stroh mentioned that the accessibility factor is the important aspect of these observations. Wilkerson suggested that with the age of the building, technological updates will need to be made to stay current with best practices. Stroh suggested that observation of currently updated facilities should be done as a first step. McGuire suggested a railing through the middle of the staircase as a safety precaution. Stroh noted that we have had lots of discussion about accessibility issues and asked about having a contractor assess the area and tell us what could be completed before bad weather begins.

Poor noted the needs for interior repairs and improvements. This includes carpeting, more security cameras and possibly self-checkout stations. Stroh suggested getting a consultant to assist in special issues in order to organize for maximum use of our facilities.

Overall the process is to prioritize the suggestions and address them in order of importance. 'What do we want to offer?' could be a guiding question. 'What will be offered in the future?' These are some questions that Stroh offered as needing to be answered to define the identity of the library. Offering space for patrons to bring a drink seems to be a priority. McGuire suggested using some of the property near the Visitors' Center for outdoor reading areas. This area could be redirected as a reading room. She feels safety issues should be addressed first and Whitted agreed. Stroh prefers to identify how we can remedy the immediate needs and how we can serve the changing demographics.

Whitted mentioned the lighting issues that need to be addressed. The library must be intentional about choices concerning lighting issues to stay current with safety and environment issues. Whitted stressed making sure to hire credentialed experts to supervise such improvements. She also asked about the leaks in the reference area. Poor advised that this is a condensation problem and that a solution is pending based on Carrier's findings.

Stroh complimented the gathering of the long range plan ideas in that there are categories for the planning. Those categories include the following: facility, exterior issues, interior issues, space planning, health, safety, programming, and public relation/marketing. Stroh asked what the next step is. Poor advised that the Long Range Plan we submit to the Indiana State Library should be written in more general terms. It would be good to have it completed and approved at the October board meeting. She will compile the plan and send to the board members for review.

Whitted suggested arranging a way for staff to interact with the board members. Discussion followed regarding how to make this happen.

B. BCPL Active Borrower Registration. An analysis was shared that shows the rate of registration of cards based on township and age. This analysis does not include teacher, employee, and temporary cards.

New Business

Whitted asked about the bookmobile and Poor advised that they were still working on the graphics. The BCLA book sale will begin October 12 and if the new bookmobile is here we will have an open house on the plaza from 4:00 – 6:00 p.m. Poor also noted that the annual Touch a Truck

program will take place on October 5th and the bookmobile will be participating again regardless of which vehicle is available at that time.

Poor also announced that the library once again is being represented at the Spelling Bee on September 27th at the Commons. Jason Hatton, Tyler Munn, Jessica Hendry and Sandy Allman are the Spell Trekkers.

Adjournment

There being no other business to come before the board Whitted moved and Wilkerson seconded to adjourn the meeting at 5:15 p.m. Motion carried unanimously.

Respectfully submitted,

Robin Whited, Secretary

Beth Stroh, President