



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, May 18, 2023**

A regular meeting of the Board of Trustees was held on May 18, 2023, beginning at 6:30 PM.

Members of the Board physically present included Ed Cambra, Chris Squier, Molly Hanlon, Colleen Hittle, Christina Hage, and Julie Whitman. Joey Houston, Interim Executive Director; Kimberly Lane, Director of Operations; Kaki Garard, Director of Advancement; Ashtan Bennett, Branch Manager; Julie Bigler, Circulation Service Department Head; and Sarah Childs, Technical Services Department Head were also present. Molly Hanlon, President, presided.

SECRETARY – Minutes

Upon motion duly made by Julie Whitman, seconded by Colleen Hittle, and being approved as amended, the Board of Trustees approved the minutes of the Regular Meeting held April 20, 2023.

TREASURER – May Claims

Upon motion duly made by Ed Cambra, seconded by Julie Whitman, and being adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for May 2023, as reviewed, approved, and audited by the Director of Operations, and approved for payment by the Treasurer.

STAFF REPORTS

Julie Bigler – Library Card Month

Julie Bigler shared the 6 newly designed library card options. So far, 462 of the 2000 cards ordered have been issued to patrons, with the most popular being Chad the Cat and the Friends of the Library. Other Evergreen libraries have taken notice and Julie has been invited to present at the August 2023 Evergreen Indiana Conference.

Ashtan Bennett – Branch Update

Ashtan Bennett reported that stonework on the exterior has begun. Curbs and asphalt work continues at the site. The next construction meeting in early June is planned to take place inside the new building.



Kimberly Lane – Surplus Items

Kimberly Lane shared that this list of items includes more computers and hardware that has recently been replaced with updated machines.

*Upon **motion duly made** by Molly Hanlon, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees declared the listed items to be surplus and removed from use.*

PRESIDENT'S REPORT

Molly Hanlon shared that members of the ED selection committee have interviewed 2 candidates and there are 3 additional interviews scheduled. This committee will determine 2 candidates to bring to the board. The staff will have an opportunity to meet with the final candidates.

COMMITTEE REPORTS

Infrastructure Committee

Christina Hage gave a synopsis of the most recent infrastructure report submitted by Kimberly Lane.

Policy Committee

Julie Whitman shared that the policy committee is currently reviewing the revisions to the employee handbook. This work will continue and then the document will be reviewed by an attorney before coming to the board for approval.

Boone County Card Contracts – The 2023 non-resident fee as calculated from the Annual Report is \$62.64. This is a slight reduction from last year.

*Upon **motion duly made** by Julie Whitman, seconded by Chris Squier, and being unanimously approved, the Board of Trustees approved the 2023 non-resident fee for Boone County card contracts at the calculated rate of \$62.64 per card.*

DIRECTOR'S REPORT

Whitestown Branch Furniture Bids

As part of the construction process, krM solicited bids from multiple furniture contractors to serve the furniture needs of the branch. Two companies submitted bids for the work. Finline Furniture was selected as the vendor as their bid was slightly lower, and the library staff has an existing relationship with the vendor.



Whitestown Branch Collection Funds

Joey Houston shared an update on the state of the construction budget as it pertains to final costs, and various upcoming purchases related to the branch. The finance committee will convene in June to review the progress and identify potential areas of surplus in the operating budget that can be directed toward costs that were underestimated. Sarah Childs shared the cost of the collection for the new branch and was given the approval to submit the orders.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, June 15, 2023, in the Hussey Room.

Adjourn

*Upon **motion duly made** by Chris Squier, seconded by Christina Hage, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:43 PM.*

A handwritten signature in black ink, appearing to read "Julie Whitman". The signature is written over a horizontal line.

Julie Whitman, Secretary

May 2023 Library Board: Colleen Hittle, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Rebecca Carter, and Julie Whitman; Monty Korte, ex-officio