

Huntington City-Township Public Library
Board of Trustees
July 21, 2014

Present: Wil Kline, Karen Batt, Jamie Foday, Peggy Caley, Juanita Buzzard, Rebecca Lemons, (Jeri Davis)

Absent: none

Peggy called the meeting to order.

Reading and Approval of Minutes: Wil moved to approve the minutes, Juanita seconded, motion carried.

Reading and Approval of Financial Report and Approval of Bills: Karen moved to approve financial report and bills, Wil seconded, motion carried.

Report of the Librarian: Rebecca mentioned that things are going very well. (She mentioned that the "informational binder" that Kathy was to have prepared for her was not presented.)

Committee Reports:

A. Benefits Committee: We will meet with Rebecca to give her a summary of what we have been working on, as we will need her direction and input as we try to finalize changes to the salary schedule and job classifications. Fred will give Rebecca the spreadsheets with state-wide info comparing library salaries.

B. Markle Committee: Peggy has provided Beca with some information about the history of our Markle Branch.

Communications: Wil mentioned to Beca that one thing the Board would like to improve is to become more involved with library employees in ways that we can encourage and recognize them personally. Examples given were births, marriages, special recognition for hard work and accomplishments, employees coming to Board meetings to update us about various things in the library, etc.

Unfinished Business:

A. Metal Roof: Beca reported that we received a quote from someone at AN Metal Sales to replace the discolored sections of fascia, and she would recommend contracting to replace all sections rather than just the discolored sections. Karen encouraged Beca to contact Huntington businesses such as Business Mart. Wil moved to budget up to \$40,000 to fix the problems with the fascia, utilizing the most cost-effective contractor she can find; Juanita seconded; motion carried.

B. Salary Schedule: We had already discussed that we will freeze wages this year, but the new budget can still reflect the 2% increase before we make a final decision. We will wait to sign the 2015 Classification Base Wage until later in the year when we revisit this.

Peggy reported that it has come to our attention that a public library cannot pay a signing bonus, per Todd Austin from the State Board of Accounts. He will contact Jeri tomorrow to confirm the information. Fred made a motion to increase our Director's 2014 salary by \$3250; Jamie seconded; motion carried.

C. Budget: Beca wishes that the Asst Director's salary be left in the new budget because she intends to pursue the hiring of this position soon. She will give us more details about her plan at our next meeting.

Re: Rainy Day Fund – There was much discussion and explanation about how we budget and use this fund. Peggy also asked some questions about small changes in some other budget categories.

Our budget is very close to last year's. We reiterated to Beca that when she fills out the forms to take for the DLGF meeting tomorrow, we want to remain steady in our tax rate amounts.

Wil asked Beca to investigate library investment policies to determine if we can change our strategies and do better with our monies.

Wil moved to approve the estimated budget and the resolution to decrease the 2014 LIRF expenditure and the resolution to utilize the Rainy Day Fund for 2015; Karen seconded; motion carried.

D. Other: Delaney is still working on the personnel handbook. The new custodians have started. Beca will call County Commission to see what the status is in the filling of our empty Board position.

New Business:

A. Appointment of Director to Literacy Council: Juanita moved to appoint Beca to the Literacy Council; Fred seconded; motion carried.

B. Other: Karen made a motion that we use up to \$600 out of the Gift Fund for a commemorative retirement gift for Kathy; Fred seconded; motion carried.

Wil made a motion that Fred serve as Vice-President of our Library Board of Trustees; Karen seconded; motion carried.

No Public Input

Jamie moved to adjourn, Juanita seconded, motion carried.