

LAGRANGE COUNTY PUBLIC LIBRARY BOARD MEETING

LaGrange County Public Library LaGrange Indiana

April 15, 2021

LaGrange County Public Library 203 W Spring St. LaGrange IN, 46761

Present: Martin Franke, Diane Cameron, Sam Plew, Jerry White, Rita Lehner, Michelle Chrisman, Richard Kuster and Anna Mendoza. Absent: Jody Blake and Sara Walker, Library Treasurer.

Board meeting was called to order by the President, Sam Plew at 5:30 PM.

Approval of Minutes: There was a motion by Martin to approve the minutes from March 18, 2021 meeting seconded by Rita. All in favor none opposed, motion passed.

Treasurers Report was presented by Richard as Sarah was not present. See report for details. Four checks 25374,25679,26212,26270 in the total amount of \$435.73 were voided and the monies return to our account due to uncashed checks from 2017 and 2018. Any checks over 2 years old and uncashed must be voided. Martin moved and Rita seconded to approve the treasurer's report and to return the voided checks to our account. All in favor none opposed, motion passed.

Directors Report:

Movies in the Park: LaGrange Community Youth Center will be showing movies every other month in Spreuer Park. The Library will be advertising this event to library patrons.

Community Foundation: We have two funds with the Library name; one with \$20,080 and Dekko Foundation, \$50,475.20. No current disbursements have been made to the Library this from these accounts.

Video Surveillance System: 32 cameras in the main library, 11 in Topeka, none in Shipshewana. Camera's work but are not recording. We need new equipment to record at all facilities. Cost could be between \$10,000 and \$40,000. Facility Committee needs to meet and review. Also, look at insurance discount if installed at all facilities and working properly.

Collection HQ – Library is setup and information at engineers is 85% complete. Set up and training within a week.

Patron Request For Reconsideration of a Library Item; this form must be completed by a Patron if they have an objection about an item in the library. The completed form is reviewed by the Director and Assistant Director. A patron may appeal any decision to the Board. We have never had a request in the last 5 years. If we had a complaint the patron has refused to complete the form.

Update on Covid-19 issues. Masks are recommended by Dr. Pechin, County Health Officer, return to 40/hour week; including one weekend day and 1 evening after 5 pm. start one hour for cleaning. Both front and rear doors will be open. Branches 11am-5pm Monday-Friday, no Saturdays due to short staff. Possibly close one day during the week and open some hours on Saturday.

Facility Committee should meet before the May meeting. April 22 @ 4:30 PM. Look at purchase of new Ford Transit Van.

See Statistical Report included for the month of March of 2021. We have 55 schools on the TUBS program.

See Staffing Report. Still at 18 employees but are looking for three part time personnel and possibly one full-time employee.

Curbside Service – continue service

Reports and claims were reviewed: March 31, 2021- Payroll and Check numbers **28048-28096** in the amount of **\$87,274.57**. A motion was made by Michelle and seconded by Rita to approve the report. All in favor, none opposed motion passed.

Personnel Committee and Facilities Committee no report.

Correspondence to the Board: State Library Report: Number of Library Access Cards sold - -0- . Richard and Sam to sign report.

Motion by Rita to adjourn and seconded by Jerry. All in favor, none opposed motion passed. Adjourned at 6:37 PM

Respectfully submitted by

Diane L Cameron, Secretary
