

LAGRANGE COUNTY PUBLIC LIBRARY BOARD MEETING

LaGrange County Public Library LaGrange Indiana

July 15, 2021

LaGrange County Public Library Shipshewana Branch

250 Depot St, Shipshewana IN

Present: Martin Franke, Diane Cameron, Rita Lehner, Jody Blake, Richard Kuster, Anna Mendoza and Sara Walker, Library Treasurer.

Absent: Sam Plew, Jerry White and Michelle Chrisman.

Board meeting was called to order by the Vice President, Rita Lehner at 5:45 PM.

Approval of Minutes: There was a motion by Jody to approve the minutes from June 17, 2021 meeting seconded by Martin. All in favor none opposed, motion passed.

Treasurers Report was presented by Sarah .Sarah reported 280,566.25 from Debt Services was paid on our loan. FSB rate @ 3.5% with 3% early withdrawal was discussed regarding 1/2 million for three months for one CD. Martin moved to accept and Jody second to obtain the CD. Martin made a motion and second by Jody to accept the Treasurers report. All in favor none opposed, motion passed.

Directors Report:

Video Surveillance System – the hardware is on order and will take 4 weeks before they receive.

Shipshewana sidewalk is scheduled for completion by August 27, 2021.

Storage shed 8 x 10 will be purchased for the Shipshewana Branch.

Three quotes were received: Creekside-\$2375 - wood, same price Poly

w. metal windows (2), Slaubaugh - wood - \$2715, and Homestead Barns- \$2445.

Community Foundation Grant Received in the amount of \$2564. \$1836 for programs the balance for the summer reading program.

Canon Copier Printer System – Richard has received double the allotment of copies for the new copiers. Shipshewana and Topeka have received their copiers.

Update on Covid-19 issues: Continue to take temperatures of employees, no masks required. Optional for patrons. Still wiping down counters and will keep up the sneeze guards at the circulation desks. No quarantine of books returned to the library. Hours for the Libraries:

Main: 10-6 M-Thu, Friday 10-5. Branches: Tue-Fri 11-5, Sat 9-12

Insurance Renewal: Facilities Committee to talk to the current carrier.

See Statistical Report for the month of June of 2021.

See Staffing Report. We currently have 21 employees. Would like to hire a maintenance person in the near future.

Curbside Service – continue service

Reports and claims were reviewed: June 30, 2021- Payroll and Check numbers **28192-28264** in the amount of **\$104,204.71 from the operating account...** Check number 28228 to FSB for Debt Service in the amount of \$280,566.25. Check number 1043-1044 from the Gift Account in the amount of \$790.83 for supplies. A motion was made by Rita and seconded by Martin to approve the report. All in favor none opposed, motion passed.

Personnel Committee – Jody proposed the following pay raise for Anna, \$46,000 Martin seconded. All in favor none opposed motion carried. Martin made a motion for a 5% raise for all other full time and part

report

time employees. Jody seconded. All in favor none opposed motion carried. All raises will be retro back to January 1, 2021. Jody made a motion to approve and Martin seconded. All in favor none opposed motion carried.

Martin made a motion the increase the starting wages for pages and clerks: Page – 10.50, Clerk 11.55 to be effective on July 19, 2021. Jody seconded. All in favor none opposed motion passed.

Facilities Committee no report.

Policy Committee no report.

Correspondence to the Board: received a letter from the State of Indiana. At its June 25th meeting, the Indiana Library & Historical Board (LHB) found LaGrange County Public Library to be in compliance with the Public Library Standards (590IAC 6) for 2020.

Old Business none.

New Business none.

Motion by Jody to adjourn and seconded by Diane. All in favor, none opposed, motion passed. Adjourned at 6:30 PM

Respectfully submitted by

Diane L Cameron, Secretary

report
