

LAGRANGE COUNTY PUBLIC LIBRARY BOARD MEETING

Thursday, August 19, 2021 at 5:30 p.m.

LaGrange County Public Library

203 W. Spring St., LaGrange Indiana

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

Board meeting was called to order by the President, Sam Plew at 5:39 PM.

Approval of Minutes: There was a motion by Michelle to approve the minutes from July 15, 2021 meeting seconded by Jerry. All in favor none opposed, motion passed.

Treasurer's Report was presented by Richard. Disbursements were \$120,839.13 due to three pay periods in July. No other issues Jerry made a motion and second by Michelle to accept the Treasurers report. All in favor none opposed, motion passed.

Directors Report:

2022 Budget: Notice to the Taxpayers. There will be a Public hearing on September 16, 2021 in regards to the 2022 Budget. The amount is \$771,800.00 for the Year 2022 to run the Library. Local Income Tax Distribution is \$437,374.

LaGrange County Population per 2020 Census was 40,446. This changes our library to Class A. It will now be a 55 hour week, with four evening hours after 5:00 p.m. and one weekend. There may be some additional requirements as well.

The Facilities Committee; Sam, Martin and Richard reviewed the Quotes for the Commercial Insurance package for the Library. They recommended Indiana Farmers Mutual, Hostetler and Young to retain our insurance for the Library. Michelle made a motion to accept the committee's recommendation and Rita seconded the motion. All in favor none opposed, motion passed.

Storage Shed for Shipshewana Branch was recommended by the Facilities Committee to use Homestead at a cost of no more than \$2,800 max. Jerry made a motion to accept the bid and Rita seconded. All in favor none opposed, motion passed.

The four new copiers have been installed in the Main library. One of the used copiers will be transferred to the Genealogy Department.

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.

Collection Development Policy needs to be established. HQ selection/de-selection should be visited by the Policy Committee. A date and time will be established before the next meeting.

See Statistical Report for the month of July of 2021. Tub Program will begin on September 2, 2021. Hoopla Program allows 10 books to be checked out at a time.

See Staffing Report. We are looking for 1-2 new staff. Continue to look for a person to do maintenance and cleaning.

Curbside Service – continue service

Reports and claims were reviewed: July 31, 2021- Payroll and Check numbers **28265-28318** in the amount of **\$125,897.13 from the operating account**. A motion was made by Jerry and seconded by

Michelle to approve the report. All in favor none opposed, motion passed.

Personnel Committee no report.

Facilities Committee – Fire Alarm Panel is out of date and needs to be upgraded. Next week Thursday the Main Library and Topeka will be taken care of. Cost \$8,000.

Policy Committee no report.

Correspondence to the Board – PLAC Report needs to be signed by Sam Plew.

Old Business none.

New Business none.

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

Respectfully submitted by

Diane L Cameron, Secretary
