

LAGRANGE COUNTY PUBLIC LIBRARY BOARD MEETING

Thursday, October 21, 2021 at 5:30 p.m.

LaGrange County Public Library

203 W. Spring St., LaGrange Indiana

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

Budget meeting was called to order by the President, Sam Plew at 5:32 PM. State Budget for 2022 which was discussed at the last board meeting was presented for final approval. Martin made the motion to pass the budget for 2022, Rita seconded. All in favor none opposed motion passed. Motion to close the budget meeting by Diane and seconded by Rita. All in favor none opposed motion passed. Richard will send the report to the State Board of Accounts.

Board Meeting was called to order by Sam Plew at 5:35 PM.

Approval of Minutes: There was a motion by Martin to approve the minutes from the September 16, 2021 meeting seconded by Rita. All in favor none opposed, motion passed.

Treasurers Report was presented by Richard. Disbursements were \$68,380.65 down from last month and the receipts of 38,385.16 were up from last month. Ten to Fifteen thousand from the operating account can be moved into the Rainy Day Fund. Martin made a motion and Rita seconded to move \$15,000 from Operating Fund to the Rainy Day Fund. All in favor none opposed, motion passed. Need to consider salaries after the first of the year for all employees

Directors Report:

Insurance Package Premium has been paid: Workers Comp, Automobile, Buildings for all branches.

ARPA Grant: A Resolution to Authorize Director Signature on Grant Documents was presented to the Board. This allows the Director to sign grants in a timely

report

manner in order to qualify for the grant. Rita made a motion to approve the resolution and Martin seconded. All in favor none opposed motion passed.

Fire Alarm Systems: move smoke detectors due to they are too close to the diffuser. Topeka is not yet completed.

Working on Quotes for a need water heater for the LaGrange branch.

Touchless Water Dispenser – Griffin Plumbing and Heating Air Compressors quoted ElKay installed for \$1641.00. Sam is to check with school to see what kind they have and check on pricing.

Collection HQ – sample report was given to the board members. Some discussion followed and board would like to see additional reports and how the system works to delete books.

Update of Covid -19 – The County is Yellow at this time. We will continue to recommend masks of employees and guests but not mandate masks.

See Statistical Report for the month of September of 2021. Tub Program is up again this month. Still have not received new vehicle.

See Staffing Report – currently have 21 employees. Would like to hire another Bookmobile Driver and one or two more staff members.

Reports and claims were reviewed: September 30, 2021- Payroll and Check numbers **28368-28417** in the amount of **\$71,945.65 from the operating account.** Motion was made by Martin and seconded by Rita to approve the report. All in favor none opposed, motion passed.

Personnel Committee no report.

Facilities Committee no report.

Policy Committee no report

Correspondence to the Board – no report.

Old Business – Still need to form a Landscaping Committee to formulate plans for the Library grounds in 2022. Dogwood Hills, in Middlebury and Lake City Landscaping in South Milford. If anyone else has a suggestion give the name to the report

property committee. Still need job description and pay grade for new Personnel to be hired, get with Personnel Committee.

New Business – none

Motion by Rita to adjourn and seconded by Martin. All in favor, none opposed, motion passed. Adjourned at 6:45 PM

Respectfully submitted by

Diane L Cameron, Secretary
