

LAGRANGE COUNTY PUBLIC LIBRARY BOARD MEETING

Thursday, April 21 2022 at 5:30 p.m.

LaGrange County Public Library

203 W. Spring St., LaGrange Indiana

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

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

Approval of Minutes: There was a motion by Jody to approve the minutes from the March 17, 2022 meeting seconded by Michelle. All in favor none opposed, motion passed.

Treasurers Report was presented by Richard. Disbursements were \$100,771.58 for the month of March and receipts of \$38,941.16. May, last month before spring taxes. Michelle moved to accept the treasurer's report as presented and Jody seconded. All in favor none opposed, motion passed.

Directors Report: Telephone Service ENA, \$6,591.60/year for three years. Reimbursed same amount from E Rate 80%.

Landscaping Plan was presented by Richard in the amount of \$8,285 by Randol's Lawn Service. Discussion followed and a committee of Jody, Diane and Martin was formed to meet with Randol and discuss his plan. A motion was made by Martin and seconded by Michelle to spend up to \$9,000 on the project.

Richard presented some options for a new Logo for the library. The Logo would be on all stationary, envelopes, and any area approved by the Director. Option 9 was the option most of the board liked. Further discussion to follow at the next board meeting.

report

Capital Asset Management Policy was presented. The State Board of Accounts requires the library to have this policy. Discussion followed and number 3. Maintenance Costs were to be deleted. Motion made by Jody and seconded by Michelle. All in favor none opposed motion passed.

Also presented were Public Comment Policy and Request to Speak to the Board of Trustees During a Public Meeting. Martin made a motion to accept with the stipulation that the Policy Committee can amend these policies, Jody seconded. All in favor none opposed motion passed.

Library Hours – Monday –Friday 9AM – 6PM starting June 1st. Look at Saturday hours 9-12.

Interviewed man to drive the Bookmobile. Bookmobile is back on the road. Need to repair at a cost of \$7,700. Motion to pay for book mobile by Diane and second by Jody. All in favor none opposed motion passed.

May 16 at 1:00 PM a retirement party will be held for Kitty Helmkamp. She will be working until May 26th.

Covid-19. Continue the current guidelines. Masks are recommended but not required. Employees still have temperature taken at beginning of shift.

See Staffing Report for the month of March 2022. Currently 22 employees. See Statistical Report for the month of March.

Reports and claims were reviewed: March 31, 2022- Payroll and Check numbers **28673-28733** in the amount of **\$100,771.58** from the operating account. Motion was made by Jody and seconded by Michelle to approve the claims. All in favor none opposed, motion passed.

report

Personnel Committee no report. **Facilities Committee** no report.

Policy Committee no report.

Correspondence **to the Board** –No Report

Old Business –No report

New Business – No Report.

Motion by Jody to adjourn and seconded by Michelle. All in favor, none opposed, motion passed. Adjourned at 7:10 PM

Respectfully submitted by

Diane L Cameron, Secretary
