



BOARD MEETING MINUTES:

January 23rd, 2020

CALL TO ORDER – Board of Finance

A Board of Finance meeting, of the Peru Public Library, was held on Thursday, January 23rd, 2020 at the Peru Public Library. The meeting was called to order at 6:32 PM and was presided over by President Anna Jo McKaig.

ATTENDEES

MEMBERS PRESENT: *Alison Paul, Bryan Maggart, Deb Swihart, Melissa Duckwall, and Anna Jo McKaig.*

MEMBER APOLOGIES: *Leslie Murphy and Austina Reed*

DIRECTOR PRESENT: *Maryann Farnham and Assistant Director, Michelle Spangler, were present.*

GUESTS: *Staff member Lisa Rummel was also present, to take the minutes.*

BUSINESS

Farnham reported which banking institutions the library uses, and that all of them in use are approved through the state board of accounts. The board unanimously voted to continue to using them. Farnham reported that the library's financials follow the state standards and the end of year balances.

The board of finance meeting portion was adjourned.

CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, January 23rd, 2020 at the Peru Public Library. The meeting was called to order at 6:35 PM and was presided over by President Anna Jo McKaig.

ATTENDEES

MEMBERS PRESENT: *Alison Paul, Bryan Maggart, Deb Swihart, Melissa Duckwall, and Anna Jo McKaig.*

MEMBER APOLOGIES: *Leslie Murphy and Austina Reed*

DIRECTOR PRESENT: *Maryann Farnham and Assistant Director, Michelle Spangler, were present.*

GUESTS: *Staff member Lisa Rummel was also present, to take the minutes.*

APPROVAL OF PREVIOUS MINUTES

December Minutes

The secretary, Murphy, had approved the minutes but due to her absence, a pro temp secretary had to be appointed to approve the minutes as well and to correct and approve the January minutes. McKaig appointed Deb Swihart, as she was present at the December meeting and could verify the minutes were complete and accurate. Swihart signed her approval of the minutes and the board accepted them with all eyes.

FINANCIAL STATEMENTS

The library ended up with \$12,000 left over from operating to go into the Rainy Day fund. There were some expenses that were over budget, but that was expected. Staff salaries/wages were higher than originally appropriated for, but that has been accounted for this year. There was a question about a small remaining

budget on one line, but Farnham explained that was simply how it happened as everything was changed for the final re-appropriations. Farnham then went over the full list of the changes to the appropriations with the board. It is no longer required that the board sign it, but they did look over the list thoroughly and asked that it be noted so in the minutes. Farnham's goal is to eventually get the budget where all the main areas are fully funded without changing appropriations, but it's hard to predict all expenses. Farnham told the board that they've already spent about \$5,000 in Repairs and Maintenance in 2020, due to some boiler issues and the like.

Maggart had approved all the financials. Paul motioned that the board approve the Financial Statements, Claims, and Bank and Deposit Statements, and Duckwall seconded. The motion passed with all ayes.

AGENDA

DIRECTOR'S REPORT

Farnham reported that the 100R (SBOA) was submitted. She was still working on the Library Annual Report and the State Board of Accounts report as well. There followed some discussion about library fees, how much service is worth, and the differences between per capita fees and service fees. McKaig had figured that the service fee would be about \$100 per library use, if based solely on those who use the library. Further discussion on non-resident fees also lead to a discussion regarding tax levels and assessments, which was continued later on in the meeting as well.

Farnham went over the annual statistics with the board next, including that while resident card holder numbers were down, non-resident card holder numbers were much higher than in 2018. The PLAC report was incorrect, but she knew we had sold 2 PLAC cards in 2019, after not selling that many for several years together previously. Visiting Evergreen Indiana patrons had increased, as had transits and circulations.

On the renovations, Farnham reported that as the library had collected around \$70,000 less in property taxes than in 2018, she recommended that all the renovation work be put on hold until they see what the tax disbursement looks like in June. The library got hit with some circuit breaker cuts, which didn't help the low disbursement amount either. The board discussed various issues behind taxes and tax amounts, such as land, empty lots, and decrepit houses at this point. Farnham stated that the only thing she thinks the library should go forward with is the parking lot restriping, as it's already in the works, it's due for re-sealing, and the library already purchased the signs. Everything else will be re-visited when the first tax-disbursement comes in June.

OLD (UNFINISHED) BUSINESS

Cottage watchman had sent their quote for the camera system which came to about \$26,000 total. It can be done in installments, so if June's tax disbursement is looking promising, it would be possible to start at 6 cameras. Farnham will email them back about that. Because the contract is dated for 2019, it will probably have to be updated. If the library's property tax distribution continues being short, the budget could end up being slashed.

The County Subsidized Card Program and the Interlocal Agreement was discussed next. McKaig explained the entire process of getting to the point the agreement and discussion was currently at. At the June meeting with the county commissioners, the library representatives, County Council, and County Commissioners had agreed that it was working well. It had been decided to stick with the

current agreement and McKaig was told to update the contract and send it to Mr. Duckwall as it had to go through the county council first to be put into their budget. She sent it in June and while we never heard back, Maggart had checked and it was in their budget. Then on December 21st, McKaig received an email from Larry West about a plan he'd come up with and hadn't even discussed with the other commissioners yet, even though it appeared to have been written in October. McKaig emailed him back stating it wouldn't work and was illegal. After some minor discussion about this, McKaig continued and said West had come up with a second plan and just sent that one recently. This one had at least been discussed with the other commissioners, but was not feasible for us to accomplish and it seemed highly unlikely the county could afford to do it either, and it wasn't as good for the county residents. It was discussed at great length, including the fact that the agreement only works due to Miami County being the only county to currently have the population to fit in a narrow window required to use the funds the county had appropriated for this agreement. Repeatedly it was stated that it was too late in the process to change things, as cards are becoming due in just over a month for many of the people who had cards from last year's agreement. It was also discussed that with West's second plan, would cards have to be refunded? The board agreed that the library is not equipped to handle his idea, especially as Maggart or McKaig would have to be at the library constantly in order to handle the funds, as they are the only bonded board members. Considering the County Council had no issues with appropriating the funds back in the summer, when everyone had only discussed the original agreement and seemed to agree with it being the one signed again, it makes the most sense to continue to support that agreement. McKaig reported that West had no issues with appropriating the funds back in the summer, when everyone had only discussed the original agreement and seemed to agree with it being the one signed again, it makes the most sense to continue to support that agreement. West also claimed that the library hadn't done anything to expand the library district. However, the library's responsibility and ability in that regard is very limited – and it's almost impossible to have anything actually happen with it, as the failed attempt to get Peru Township as part of the library district a few years ago showed. We would have to send in a County Expansion Proposal Resolution with one of two methods chosen for how we'd like it to happen – either the county commissioners could all vote, or there would have to be a petition sent out to every township and 20% of the registered voters of each township would have to vote for the proposal. However, at the same time, there could also be petitions against it, and library board and staff could not be the ones handling the petitions or having anything to do with the signatures. There was discussion regarding how this would work and if it would work, with the decision being reached to do more research and merely let the County Commissioners and West know that. No one knew how it worked with each township, what happens if some vote yes and others vote no, and the board wanted to see how the other area libraries handled the process as well. McKaig requested that Paul call West about this.

Maggart motioned to reject the proposed agreement changes initiated from the county, and stand with the current agreement that we have already submitted and for which the money has already been appropriated by the county council. Paul seconded this proposal and vote was unanimous with all ayes.

The County Expansion Proposal Resolution and the research needing done on that was discussed further. Maggart said he would call West about it and inform him that the board is looking into the legalities, forms, etc. Paul wanted it stated that the interlocal agreement be dealt with first, which McKaig agreed with.

Maggert moved that the Peru Public Library board accept the original interlocal agreement for 2020, as proposed by the library board in June of 2019 for 1000 cards at \$75 each. Paul seconded. The motion passed unanimously.

NEW BUSINESS

The transfer of funds from Operating to Rainy Day - \$12,000 – just had to be signed, which the board did unanimously.

Swihart moved to transfer funds between appropriations in operating account, and this passed unanimously as well.

There being no further business on the agenda, the meeting was adjourned by President McKaig at 8:42 PM.

MINUTES PREPARED BY: Lisa Rummel, Peru Public Library staff member

SECRETARY APPROVAL:

(Signature & Date)

Peru Public Library
