



## BOARD MEETING MINUTES:

January 25, 2018

### **CALL TO ORDER – Board of Finance**

A Board of Finance meeting, to elect officers, of the Board of Trustees of the Peru Public Library, was held on January 25, 2018 at the Peru Public Library. The meeting began at 6:32 PM and was presided over by Anna Jo McKaig, President, with Leslie Murphy as secretary.

### **ATTENDEES**

MEMBERS PRESENT: *Melissa Duckwall, Sharon Edwards, Anna Jo McKaig, Bryan Maggart, Leslie Murphy, Alison Paul, and Austina Reed.*

MEMBER APOLOGIES: None

DIRECTOR PRESENT: *Maryann Farnham*

GUESTS: *Sami McFadden, as an observer, and Sandy Chittum, as a Miami County Council representative. Staff member Lisa Rummel was present, to take the minutes.*

### **NAMES PRESENTED**

Anna Jo McKaig's name was presented for President, with no others.

For Vice-president, Alison Paul's name was presented, with no others.

For Secretary, Leslie Murphy's name was presented, without contest.

For Treasurer, Sharon Edwards, the recumbent treasurer, was presented, as was Bryan Maggart. Maggart withdrew his name, however.

Nominations were closed with Anna Jo McKaig for President, Alison Paul for Vice-President, Leslie Murphy for Secretary, and Sharon Edwards for Treasurer.

Vote: Unanimously aye, nominations passed with those nominated becoming the 2018 officers.

### **APPROVAL OF THE FINANCIAL INSTITUTIONS WHERE WE HAVE INVESTMENTS**

PNC Bank is where we have our primary account.

Wells Fargo has a secondary account.

Beacon Credit Union is a more recent addition, as we got it during the remodeling process. It now merely contains a small savings account.

All three institutions are on the approval list from the State.

It was unanimously voted to continue using those institutions and in those ways.

There was no further business for the financial committee.

## **CALL TO ORDER – Board of Trustees**

A Board of Trustees meeting, of the Peru Public Library, was held on January 25, 2018 at the Peru Public Library. The meeting began at 6:39 PM and was presided over by Anny Jo McKaig, with Leslie Murphy as secretary.

## **ATTENDEES**

MEMBERS PRESENT: *Melissa Duckwall, Sharon Edwards, Anna Jo McKaig, Bryan Maggart, Leslie Murphy, Alison Paul, and Austina Reed.*

MEMBER APOLOGIES: None.

DIRECTOR PRESENT: *Maryann Farnham*

GUESTS: *Sami McFadden, as an observer, and Sandy Chittum, as a Miami County Council representative. Staff member Lisa Rummel was present, to take the minutes.*

Maggart asked about the credit card for the library that had been discussed in the previous meeting. Edwards mentioned maybe getting three cards, and the topic was tabled until the appropriate portion of the agenda.

## **APPROVAL OF PREVIOUS MINUTES**

November Minutes

December Minutes, December 18<sup>th</sup>, 2018

For the November minutes, Farnham asked that there be a part added about the strategic plan being approved. Maggart questioned if that needs to be submitted to the State Library.

The minutes were changed to include that the strategic plan was approved, adopted and needed to be submitted to the State Library.

Paul motioned that the minutes be approved with corrections, Edwards seconded. Motion carried unanimously.

For the December minutes, a last name was corrected from “Malady” to “Medley”, and the word “form” was added after “evaluation” in paragraph 10.

Paul motioned that the minutes be approved as corrected, and Murphy seconded. It was unanimous and the motion passed.

## **FINANCIAL STATEMENTS**

Farnham distributed copies of the Financial Statements, Approval of Claims, and Approval of Bank and Deposit Statement documents. She explained some of the charges that weren't self-explanatory. Questions were asked to clarify a few charges as well. Edwards, Treasurer, stated that they were in order. Maggart motioned for them to be approved, Reed seconded, and the motion passed unanimously.

## **AGENDA**

### **DIRECTOR'S REPORT**

Farnham, the Peru Public Library's director, gave the directors report.

She gave an overview of the library's 2017 Statistics. Farnham stated that she will have the State Library Annual Report finished next month, as she is still working on them. They are not due until March. She had finished and submitted the SBOA Annual Report. We have no investments, just savings and checking accounts, but we are in the black, financially.

Farnham discussed the upcoming special events that will be going on at the library in February. Paul suggested we have an adult storytime, with someone reading classic literature aloud.

Farnham then discussed the issues with the renovation, such as the floor buckling in places on the children's floor. There are still issues with the outdoor lamps, and Farnham and the technician had been playing phone tag. Farnham is working on getting a grant from ReDiscover Downtown Peru for windows in the basement, where the staff offices are.

**OLD (UNFINISHED) BUSINESS)**

The employee handbook was tabled until next meeting, as Farnham hadn't had time to work on it with all the reports being due.

The board set a 30 minute timer at 7:20 in which to discuss the county contract. McKaig gave a history of it, for those that didn't know all of it and for Duckwall, the new board member. The board and the director discussed the legal aspects of it, how wording could be changed to make the original contract legal, and what to call the money received through the contract. It was discussed that if specifying how many people could get cards with a \$75,000 "grant", that would be true if they made the patrons pay \$10-25 for a subsidized card as well, as that still left a number limit on it. It was decided to resubmit the original contract, but to take out the 1000 cards provision and merely state that the "grant" will pay for \$75 individual, non-resident cards, up to \$75,000, for the year of 2018. Cards bought this way would be good for one year of service, from the issue date. The second contract wanted to merely subsidize the cost of a nonresident card, by paying \$50 per card and charging the new patron the rest. However, the "grant" amount given did not change through either contract. The new, third, one will resort to the original contract in all ways but the number of cards available will not be listed and the county will not be informed that there is a limit, only that we have a grant with a finite amount of money. There was still some unhappiness with the schemantics of how it would work and how upset people would be to be too late for a card through the grant, but McKaig and Maggart declined to table the issue.

The proposal for the second contract was defeated, with the "ayes" against it carrying the vote.

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Duckwall		
Edwards		
McKaig		
Murphy		
Paul		
Reed		
Maggart		

The counter proposal that Miami County will grant Peru Public Library a \$75,000 grant to purchase \$75 individual non-resident cards for Miami County residents, up to \$75,000 in total for the life of the grant money, and for the year of 2018. Each card will be good for one year of service from the date of issue.

Maggart called for a vote on it and the motion carried, with the "ayes" carrying the vote. Maggart abstained from the vote.

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Duckwall		Maggart
Edwards		
McKaig		

Murphy  
Paul  
Reed

Farnham asked to have another meeting after the attorneys and the county commissioners have approved the contract.

It was then discussed how this contract would only be for one year, and what could be done after that one year (2018). Farnham mentioned the idea of a fee, much like the Solid Waste Disposal company charges), charged per household, instead of a property tax. Chittum said she would look into how to do that, leaving out any particulars still.

### **NEW BUSINESS**

Library credit cards were discussed, with Farnham stating that she was planning on getting three of them: one for her, and one for each program coordinator, both children's and adult's. She told the board that Beacon Credit Union had the best money back plan, instead of a points system, as PNC only gave 3%, and that was for travel. The board thought choosing a credit card provider that had a good rewards program was important. Farnham then discussed how most purchases would be small with them, but that she would like to get two 30 inch smart TVs so that the library could have a scrolling feed, one on each floor, of upcoming programs and other library information.

The credit cards would still be using Friends of the Library money, which is what the programs use now in cash form, but the money would simply be deposited in the bank first.

Chittum asked about the Friends of the Library program, and expressed in interest in knowing how donations to it worked. Paul asked to table that discussion until the next meeting, as McKaig is reading through all of the laws related to that, currently.

**The meeting was adjourned by President McKaig at 8:16 PM**

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

**SECRETARY APPROVAL:**

*(Signature & Date)*

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**Peru Public Library**