



## BOARD MEETING MINUTES: March 28th, 2019

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

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, March 28<sup>th</sup>, 2019 at the Peru Public Library. The meeting was called to order at 6:50 PM and was presided over by President McKaig.

### **ATTENDEES**

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

MEMBER APOLOGIES: *Leslie Murphy and Austina Reed.*

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

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

The meeting opened with Connie Cutler presenting a check from NICF for the amount of \$5,533.00 and discussing the distribution of funds. The meeting then moved onto the rest of the agenda.

### **APPROVAL OF PREVIOUS MINUTES**

February Minutes

There were no corrections to the minutes. Paul motioned to accept the minutes as printed and Maggart seconded. The motion passed with all ayes.

### **FINANCIAL STATEMENTS**

Farnham reported that the library is over its operating budget for February, but that was due to a lot of the work being done and will end up evening out. Maggart had looked over and approved the financials.

Duckwall motioned to accept the financial statements, approval of claims, approval of bank and deposit statements and Paul seconded. The motion passed with all ayes.

### **AGENDA**

#### **DIRECTOR'S REPORT**

Farnham shared how the Subsidized County Card Program went, stating that it went well. The first day was very busy, but it had surprisingly taken longer to go through the cards this time. Families aren't getting cards for members who didn't use them the year before, and it went as well as it could. There were still 34 funded cards left at that date.

Farnham had finished the thank you note discussed at the previous meeting and sent it Tuesday.

She still hadn't been able to connect with Graber so is still waiting on a new estimate for the renovation work. She is also still waiting to hear back about the work needing done on the outdoor railings. She has signed to have the final landscaping work done, and has the quote for that. There were no updates on the lights and windows, aside from Farnham stating that the Grant for the windows done already had been deposited.

Farnham did have a new report to make, that wasn't on the agenda. Graffiti on the back of the building, in the alley way, had been discovered. She will test some cleaning products on it and if they don't work, will call in the professionals. McKaig had talked to Farnham about putting lights back there and Farnham thought a light on the utility pole back there would be the cheaper option while still functioning how it would be needed. McKaig also wanted to look at putting up a camera, even a fake one, back there. Maggart thought a sign alone might be enough. Farnham did file an official police report, but is waiting on filing with the insurance company until she knows how much it will cost to fix it.

### **OLD (UNFINISHED) BUSINESS**

McKaig had talked to Debra Swihart about the School Board Vacancy on the Library board and she was very willing to serve. Sam Watkins, Peru School Superintendent, was good with that as well, so Swihart is writing the letter. Mr. Watkins will still have to present it and the school board will vote on it. They will wait to appoint the new board member for the library until the end/start of the term so that it only has to be done once.

### **NEW BUSINESS**

Farnham discussed changing the costs for printing and making copies, stating that there had been a lot of new hires recently and thus, a lot of confusion over the varying costs for copy and print prices. She was hoping to make them all the same: \$0.20 for B&W and \$0.50 for color, regardless of what type of printing or copying job it is. Farnham shared the library's cost of running the prints and copies as well. McKaig didn't think the change in cost was out of line. Farnham also shared that she had bought a wireless printer to put in the computer lab as well, as a new service.

Paul motioned that the library make B&W copies \$0.20 each and color copies \$0.50 each. Duckwall seconded the motion and it passed with all ayes.

Paul had been informed that someone had complained to Mayor Greer about the library's outdoor lights being on all the time. McKaig had also been informed thusly by Sandy Chittum, although no one was sure if it was the same complaint or multiple. Paul had done the math for how much it could cost the library if they used incandescent bulbs versus the LED lights the library now uses. Incandescent bulbs would end up costing \$3,942 per year, while the LED lights should cost only \$630 a year. Both figures were based on the wattage used and cost per kilowatt, with the lights being on constantly for the entire year. She further calculated that the incandescent lights would still have only been 0.855% of the library's budget, while the LED lights should be only 0.1367% of the library's budget. Because it was a county resident who had complained, she then went on to calculate how much per County Subsidized Card would have to go to fund the lights – it came out to \$0.00173 per County Subsidized Card (not including any of the city cards) to have the LED lights on all the time.

McKaig considered it a moot point, as that had been the only way to fix the lights and there had been less issues with littering around the library since the lights had been turned on constantly. She also thought that with the library being an historic building, it should be lit up.

**There being no further business, the meeting was adjourned by President McKaig at 7:52 PM.**

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

**SECRETARY APPROVAL:**

*(Signature & Date)*

**Peru Public Library**

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