



BOARD MEETING MINUTES:

September 27, 2018

CALL TO ORDER – Board of Trustees and Budget Hearing

A Board of Trustees meeting, of the Peru Public Library, was held on September 27th, 2018 at the Peru Public Library. The meeting began at 6:30 PM and was presided over by President Anna Jo McKaig.

ATTENDEES

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

MEMBER APOLOGIES: None

DIRECTOR PRESENT: *Maryann Farnham*

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

2019 BUDGET HEARING

The budget hearing was opened at 6:30 PM. No members of the public were present for it so as there were no remonstrative, the first hearing passed. The final hearing and approval of the 2019 Budget will be held at the next Board Meeting, in October.

SPECIAL BUSINESS

The agenda's order of business was rearranged by consent of the board and President McKaig, so that Police Officer Russel J. Tussey could leave after his portion.

Officer Tussey has been a police officer here in Peru for 26 years, and came to the board meeting to answer questions about potential active shootings here at the library. The library currently has no policy and library active shooter policies tend to be very individualized, making it hard to see what another library has done. Murphy stated that the main concern would be during large programs. Various factors and scenarios were discussed, with the main comment from Officer Tussey being that the staff needed to be well trained or else they would freeze up, no matter what the plan was. Needing the evacuation plans up and getting a "no guns allowed" sign were also discussed. After all the discussion, it was decided that a camera system might be a good idea.

Reed motioned to table the security system discussion and send it to the building committee and the emergency procedures to the administrative committee to be reported on at the next board meeting. Paul seconded. The motion passed unanimously.

APPROVAL OF PREVIOUS MINUTES

August Minutes

As the secretary, Leslie Murphy, had been absent at the previous board meeting, Bryan Maggart approved and corrected the minutes in her stead. Paul motioned to accept the minutes as approved and Maggart seconded. The motion passed unanimously.

FINANCIAL STATEMENTS

Farnham shared that the library was under budget and McKaig added that the library still had money in the bank. Edwards had examined the financials and found them to be in order. Farnham added that the library was able to fund the 2019 budget and have \$24,000 left, as was discussed in the DGLF meeting, and that the amounts there didn't include the funds from the county.

Farnham explained one amount listed in the financials: there was a total of \$2,373.80 listed, which was for work done on the air conditioning unit and \$1,128.80 of which was for a module that had to be purchased due to warranty not covering everything that she and Mike, a staff member, had thought it did. This was the QPH charge. Farnham also shared that the Wi-Fi is now paid for annually, rather than monthly.

Murphy motioned to accept the financials as presented. Duckwall seconded. The motion carried with unanimous "ayes".

AGENDA

DIRECTOR'S REPORT

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

There had been a credit card dispute, for \$16, on Audible. They now have a new card and with the disputed charge, it had been taken care of. The board clarified how many credit cards the library had and which staff members used them.

The library had released some basic information on the county card situation, so that staff didn't end up putting out false information and would know what to tell people. A brief discussion about how county funds for 2019 would work, ranging from who decides if the library will get any again to when they'll know, followed. The information the library had released was then discussed again, as Reed thought it needed to be clearer in its wording so that it wasn't open to interpretation and was clear that any cards provided for funds the library may or may not get from the county would be available on a first-come, first-served basis for everyone, regardless of current status at the library. It was decided to merely add "on a first come, first-served basis" to the end of the sentence under discussion.

Farnham informed the board that Wings, Etc. had contacted her about a 15% Dine-to-Donate program, and asked if we wanted to participate. It would be for an evening only, for anyone who brought in a flyer about it, and possibly on October 30th. The library would get then 15% of the proceeds from it.

She then moved on to renovations. For the lights outside and electrical work, Briner was coming the next morning at 8 AM and Farnham was going to have him give 3 estimates: the outdoor lights, the indoor ones, and the future office space. On the windows, Farnham had been in contact about them and been informed that the window order wasn't yet in. Once they are in, it would only be about a week before they would be installed.

Paul recommended Farnham have the local locksmith come in and look at every door that no longer locks, to find out what is wrong with them.

Farnham said that the future office room is finally cleared out, and she'd been wanting to wait on the office stuff until then.

On the international signs, Reed reported that she had found some information and agreed to email it to Farnham. Reed was wondering if the library could add them to the info signs around town, but Farnham said that she had been told the city wasn't including anything educational on those signs but that Reed could try checking with them again. Placement was briefly discussed further, and it was clarified that the signs were not purchased yet, as Farnham was waiting for a location decision to be reached, as well as a number of signs then needed for those locations.

This concluded the director's report.

OLD (UNFINISHED) BUSINESS)

There was no old business to discuss.

NEW BUSINESS

While not on the agenda, there had a request from the Master Gardeners, who asked if the information about their fall programs, held at the library, could be advertised on signs outside in the library's front lawn. They had been told by the staff member they talked to that the board would have to decide. Farnham said that the large sign is too difficult to change, so not that one, but alternatives were discussed then. It was decided that no large signs, draped all over the front, would be allowed, but a small yard sign would be fine. If the library ever gets an electric sign, Farnham was willing to change it for them then.

Paul had asked at the Art Club if they're going to move and take the file cabinet and as of their meeting Monday, they are going to.

The next meeting with the county is in November. A date for it hasn't been selected yet. The library should be the one to pick, but after the election probably, as the county will have to choose (internally) who the president is. Maggart will call Ethan about this.

As there was no further business, the meeting was adjourned by President McKaig at 8:15 PM.

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

SECRETARY APPROVAL:

(Signature & Date)

Peru Public Library
