



## BOARD MEETING MINUTES:

May 27th, 2021

### CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, May 27<sup>th</sup>, 2021. The meeting was called to order at 6:30 PM and was presided over by President Alison Paul.

### ATTENDEES

MEMBERS PRESENT: *President Alison Paul, Regine Brindle, Bryan Maggart, Leslie Murphy, Deb Swihart, and Ellen Harvey.*

MEMBER APOLOGIES: *None.*

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

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

### PUBLIC COMMENT

Paul shared that Murphy had made teacher of the year for Peru schools.

### APPROVAL OF PREVIOUS MINUTES

March Minutes

Maggart motioned to accept the minutes as presented and Murphy seconded. Roll call was called for the vote and proceeded as follows: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye. The motion passed with all ayes.

### FINANCIAL STATEMENTS (March claims)

Swihart said she had been concerned as there was a difference in amounts shown in a couple of the columns. Farnham explained why that was, and that the accounting company has now provided a non-appropriation sheet, after talking to the state about it. The CARES grants counted for 2020, despite 2020 being closed, so it showed up in 2021. This is because of it being a reimbursement grant. The differing amounts on various columns was just due to how it was coded then. Swihart said she simply wanted that noted, and that a new way of doing it has been created but for now, this is how the state wants it done. Maggart asked about another line, and Farnham clarified that that was also due to the grants. It was stated that the odd accounting practices are what the state board of accounts is saying to do for now, so everyone is having the same issues. Other than that, Swihart said everything looked good.

Maggart motioned to accept the March financial statements, claims, and bank and deposit statements, and Brindle seconded. The roll call was as follows: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye. The motion passed unanimously.

### APPROVAL OF PREVIOUS MINUTES

April Minutes

There being no quorum, the minutes merely state that and do not need to be voted on. Harvey volunteered to sign the minutes, as the only other board member besides Paul present at that meeting.

## **FINANCIAL STATEMENTS (April claims)**

The same issues with the grant funds, from March, were present in the April financials. This was the time when Farnham called about it and confirmed that it was done exactly how the state wanted it to be. Swihart stated that everything else was fine.

Maggart motioned to accept the financial statements, claims, and bank and deposit statements from April. Harvey seconded. The vote was called as follows: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye. The motion passed with all ayes.

## **AGENDA**

### **DIRECTOR'S REPORT**

Farnham said that the library received a special one time distribution of \$5,386 that will show up on next month's financials. She had also been told that the LIT bill recently passed by Biden will mean that the state will get more grant money. This means we should be able to get some of the grant money, and it'll likely cover a broader range of expenses than the previous ones did – although just what will be acceptable and what won't be remains to be seen. Since the United Way Grant covered enough PPE, the CARES ACT grant actually covered Beanstack for this year. For the next grant, an application will still have to be filled out.

Rummel told the board about the new microfilm machine and passed around examples of what can be done with it.

Farnham informed the board that 15 little pinprick leaks plus a few other leaks were all fixed on the roof. It was still under warranty, fortunately.

The library is also fully insured for the amphitheater. Smith verified it and there's even a savings of \$1,500 even with the coverage including off site stuff. The price is locked in for three years and is within budget.

For the storywalk, Spangler still hasn't heard back from N.I.C.F. about the grant application, so we are waiting on that.

Spangler also discussed the Summer Reading program, going over what's listed on the flyer as well as other details. There are already 114 people signed up and the program doesn't start until Tuesday of next week. Wednesdays at the Park start next week as well. It was mentioned that around 10,000 people saw one of the posts about that. Paul brought up the need for volunteers and Murphy said she would love to. Farnham told the board that they could just show up to do that and gave them a time to be there by. The set-up for the park was discussed then, as was the plan for rain. The board expressed appreciation for who created the brochures. Paul asked if Farnham had or could send this information to the county and city politicians, as a way of showing what we're doing. Maggart asked for more details on one of the programs and Paul commented that there will be no going back after this. The board continued to excitedly talk about this for a bit. Maggart and Murphy both discussed having their schools post it on the websites and a physical copy at the schools, so they both took some flyers to pass out. Paul thinks it will be interesting to see how many people come from other counties and cities for this.

Moving on, Farnham said that due to personnel changes over at the city. She had to fill out a form requesting the city to appoint a new board member for us. Because the appointing board only meets once a month, we will have to wait till June to know if we have a new board member, and who it is, but we will hopefully have a seventh member by the June meeting.

Going back a little, Farnham mentioned that the library had received two CARES ACT grants, for a total of \$3,400. She also reiterated that board member volunteers could just show up for the Wednesday Program, rather than needing to sign-up or create an official list of who was going to be there when.

There were no renovations to discuss.

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

Maggart motioned that we open the floor to discuss the county service kit and kaboodle. Brindle seconded the motion. The vote was as follows: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye; so the motion passed.

Paul asked if someone wanted to make a motion to limit the time spent discussing this, mentioning 30 minutes, but others thought that was too much and no formal motion was created.

Paul opened the discussion with the information Farnham had learned about how financial bodies work in regards to this, and how the townships would impact that. There was also discussion regarding the various options and what little is known about the county and how that would impact the library's options. A few concerns were voiced as well. Maggart volunteered to reach out to the county commissioners, via the chairman Alan Hunt, as he is appointed to the library board by the commissioners. This was discussed to some length, but it was decided to leave it casual, and just create contact. The library needs to know one way or the other, we can't just keep debating. So this will be a step towards figuring out if one way or the other is not an option after all, or not. Following more discussion about all the various options, who would know what from the previous times, and retaining control of our financial body, the board agreed that while the agreement wasn't perfect, it did work, and that Maggart reaching out to the county was a good idea. Maggart was told he could also include the fact that we gave all the county residents an extra 3 months on their cards in 2020, due to us being closed for 1 ½ months and everything else going on. He would be CC'ing Farnham and Paul only, so that it didn't violate any open door laws or guidelines, but so that they would be aware of what was said.

Paul motioned to close out the motion discussion about the county/township "kit and kaboodle" and Murphy seconded. Roll was called for the vote: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye. The motion passed unanimously.

Murphy motioned that the board have the county commissioner representative reach out to the county commissioner board to have the discussion about getting back into the interlocal agreement for the county residents to have library service. Swihart seconded the motion. Brindle called the roll for the following vote: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye. The motion passed unanimously.

### **NEW BUSINESS**

The committee had looked over the Employee Handbook updates and revisions and approved. There was a correction on page 45, where syntax had gotten confused. There was also a formatting issue that Farnham was aware of and planned to correct. Due to the changes being approved by committee, no motion is needed. The roll is as follows: Paul, aye; Brindle, aye; Maggart, aye; Murphy, aye; Swihart, aye; and Harvey, aye. The revisions were accepted unanimously.

Paul explained how the nominating committee works, for the newer board members. Brindle agreed to volunteer for the committee as did Harvey. Swihart spoke up and said she liked being the treasurer so she is willing to do it again.

The committee for the 2022 budget only needs one more member, as the treasurer and the president are both on it automatically. Maggart volunteered. Farnham said she's having Spangler head it up as practice. We won't know the growth quotient until July, so can't set up the first meeting of the committee till after that. This discussion was interrupted to discuss rescheduling the July 22 meeting, as that was Circus week. Schedules for both meetings were discussed. The July board meeting was rescheduled for July 29<sup>th</sup>. The 2022 budget committee agreed to meet sometime in early July, as soon as Farnham gets the necessary information.

Swihart noted that her email address was incorrect in the March board packet but correct in the April board packet. Maggart asked what was known about the "Little Girl on her Bike" statue. Farnham knew the landscaping had been picked out and looked nice, but that was it. She volunteered to send the rendering to the board so they could see it. Farnham said she could send emails asking for a progress report, and it was recommended that she CC the humanities director as well. Insurance for the statue was discussed, but nothing was known although it was possible that the city's policy already covers off-site items.

**There being no further business on the agenda, the meeting was adjourned by President Paul at 8:14 PM.**

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

**SECRETARY APPROVAL:**

*(Signature & Date)*

**Peru Public Library**

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