



BOARD MEETING MINUTES:

October 28th, 2021

CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, October 28th, 2021. The meeting was called to order at 6:31 PM and was presided over by President Alison Paul.

ATTENDEES

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

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.*

2022 BUDGET ADOPTION

There being no remonstrative, the 2022 budget of \$518,544 was passed around to be voted on by signature, as Paul read off the budget amounts. Everyone voted by signature to accept the budget. Brindle signed off on the budget as the secretary. The 2022 budget of \$518,544 was adopted.

The regular meeting was called to order at 6:36 PM.

APPROVAL OF PREVIOUS MINUTES

September Minutes

The secretary, Brindle, had corrected and approved the minutes. Maggart motioned to accept the minutes and Harvey seconded. Brindle called the roll for the vote, which was as follows: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Swihart – aye, Paul – aye. The motion passed unanimously.

FINANCIAL STATEMENTS

Financial Statements

Maggart motioned to accept the financial statements and Swihart seconded. Farnham commented that she was working with PNC to see if the library could get automatic deposits for the staff, without a large fee. Brindle called the roll: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Swihart – aye, Paul – aye. The financials were approved unanimously.

Claims

Maggart motioned to approve the claims and Brindle seconded. Brindle called the roll: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Swihart – aye, Paul – aye. The claims were approved with all ayes.

Bank and Deposit Statements

Swihart said she had looked over everything, including the previous statements and claims, and everything looked good. Maggart motioned to accept the bank and deposit statements and Murphy seconded. Brindle called

the roll: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Swihart – aye, Paul – aye. The bank and deposit statements were approved unanimously.

ANNOUNCEMENTS

There were no announcements.

AGENDA

DIRECTOR'S

REPORT

Farnham reported that she is still working on the SBOA examination. She was hopeful that it would be done by the next meeting.

The next two monthly board meetings need to be rescheduled as they fall on Thanksgiving and the day before Christmas Eve. All agreed to set November's meeting on the 18th, and December's meeting on the 16th.

Farnham had a printout of the 2022 employee health insurance amounts, compared to 2021. It is within budget. Swihart commented that she thought she paid a lot, but this was worse.

There will be an Evergreen Indiana update over Thanksgiving, November 24-27. Last year's update didn't go so well. Evergreen was down for a couple of extra days. There are still a few residual issues from it. Farnham said we do not know yet if this year's update is a major one again or more minor.

The HAVC is working for now. Farnham feels we need the advice of an objective engineer, but has not been able to yet. She is going to ask at the next director's meeting. Farnham mentioned that the local company, MC Contracting, has an engineer on staff, but she has reservations as she wants an independent one. She reiterated the reasons why. Harvey mentioned that she used to work for MC, so would contact them anyway, just to check.

The wi-fi at the library needs upgraded. Farnham recently found out E-Rate could have covered this as well, so, that will cut the cost by about a third. It appears that E-Rate would also cover new routers and the like.

OLD (UNFINISHED) BUSINESS

Weaver had had a bad fall, so couldn't come to the meeting as originally planned. She had told Brindle, however, that County Service was not discussed in October by the County Commissioners, but would be in November.

NEW BUSINESS

A resolution by the board was presented, that gives Farnham approval to sign the ARPA contract, and which needs to be voted on by the board, via signature. Farnham read off the amounts and items the contract was for. She hadn't realized the state required this approval resolution but is assuming it's due to the funds being federal money. How the grant works was also discussed. The resolution was signed with all ayes.

Farnham said she is planning on waiting to order anything till the new year, to avoid not getting reimbursed in time for the budget to balance this year.

The HVAC Preventative Maintenance agreement with QPH for 2022 is normal, but there is a slight increase this year. The boilers still need to be kept up and it would take weeks for anyone else to learn the system, so changing to a different maintenance company isn't viable. It was the QPH service person who recommended that the library get an independent engineer to look at the system. They had to follow what the architects, plans and contract dictated and it was not clear the fix would be lasting. There was discussion over the initial issues with the AC unit and everything involved with that. Maggart and Murphy wondered if the service person not recommending the QPH engineer was a hint that the company is bad, rather than him just being honest and reputable. Since the HVAC will likely need to be replaced before the end of 2022, the board asked Farnham to see if they can do a 6-month contract instead of a year one. She said she will check on that and bring it to the next meeting – the contract isn't due yet, so there is time. Maggart asked if insurance could pay for any of the cost of replacing the system, and Farnham said only if there was an act of God. Regardless, premiums go up if a claim is filed. Swihart seconded that insurance would only cover acts of God. Farnham had talked to the County, city and the mayor about their ARPA funds, but had not received much encouragement.

There being no further business on the agenda, the meeting was adjourned by President Paul at 7:11 PM.

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

SECRETARY APPROVAL:

(Signature & Date)

Peru Public Library