



BOARD MEETING MINUTES:

January 27th, 2022

CALL TO ORDER – Board of Finance

A Board of Finance meeting, of the Peru Public Library, was held on Thursday, January 27th, 2022. The meeting was called to order at 6:32 PM and was presided over by President Alison Paul.

ATTENDEES

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

MEMBER APOLOGIES: *Regina McDowell*

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

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

It was discussed that the financial account balances were good, and that the library had ended the year with a healthy balance. The State of Indiana Approved Depository of PNC and Beacon Credit Union were also mentioned. This concluded the business of the Board of Finance.

CALL TO ORDER – Board of Trustees

The Board of Trustees meeting, of the Peru Public Library, was held on Thursday, January 27th, 2022. The meeting was called to order at 6:34 PM and was presided over by President Alison Paul.

ATTENDEES

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

MEMBER APOLOGIES: *Regina McDowell*

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

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

APPROVAL OF PREVIOUS MINUTES

December minutes

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

FINANCIAL STATEMENTS

Farnham said she was still working on automatic deposits for the staff paychecks and it would hopefully be done by March.

Swihart approved everything. Maggart motioned to accept the financial statements, claims, bank and deposit statements and Harvey seconded. Brindle called the roll: Brindle – aye, Harvey – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart – aye. The motion passed with all ayes.

AGENDA

DIRECTOR'S REPORT

First addressed was the addition of the director on the PNC account.

She would hopefully have it submitted the following day, and the automatic deposits should hopefully be working by March.

The 100 R required paperwork was submitted.

The SBOA examination cost of \$3,390 was to be taken straight out of our property tax disbursement, so would be paid on our next property tax distribution.

The Library Annual Report is in progress.

The SBOA Annual Report is also in progress. Swihart is working on the depreciation report. It's a lot of work but she's enjoying it.

Spangler talked about the story walk. All the funds, from four grants including the Sharon Edwards fund courtesy of John and Julie Schwartz, have been collected. The materials have been ordered and, when delivered, will be waiting at the park for the ground to warm up before being installed. They are hoping to have a big April opening for it.

Farnham went over recent purchases:

- tables that needed to be replaced, new chairs - part of the State Library grant, coming in – the chairs do still need to be put together. RD Filip will be coming in to take care of that.
- Cabinets, paid for through the Edwards and Schwartz funds, in the Psi Iota Xi room will be finished the following day if all goes well. It will include an ADA approved sink.

Farnham is still waiting to hear back from Matt Chilcutt, whom she called a month ago.

There were boiler issues. The computer wasn't communicating with the boiler as should have. One of the two ports on the two circuit boards was bad. Both were replaced. Farnham has not received the bill for that yet.

There is still no response from Atlas on dealing with the basement water damage or the concrete step repairs.

OLD (UNFINISHED) BUSINESS

There was no old business.

NEW BUSINESS

- Transfer of funds within the 2021 Operating fund is necessary to ensure that nothing in the budget is in the negative. Swihart motioned to approve the transfer of funds within the 2021 operating fund and Brindle seconded. The roll was as follows: Brindle – aye, Harvey – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart - aye. The motion passed with all ayes.

- Transfer of 2021 funds to the Rainy Day fund:

There was a little over \$47,000 left in the budget, partially due to the reduced hours schedule last summer as well as thrifty use of funds for anything not repairs. Swihart moved to transfer \$47,900 of the 2021 funds to the Rainy Day fund. Murphy seconded. The roll was called and the vote was as follows: Brindle – aye, Harvey – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart - aye. The motion passed unanimously.

Maggart asked if those funds could be used for a new AC. Farnham said our DLGF Representative said we could. Between LIRF and Rainy Day there will be approximately \$150,000 available. We will need to do an additional appropriation. We will go into binding review to have the city approve it. We do still need to figure out what is needed to fix the AC.

Swihart talked about the Capital Asset Policy Revisions and her work in making it easier for Farnham and future library directors. She created spreadsheets to help with the record keeping. She asked the other board members if they wanted to wait a month and read over it first. All agreed there was no need to wait. Maggart motioned to accept the capital asset policy revisions and Brindle seconded. Brindle called the roll: Brindle – aye, Harvey – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart - aye. The motion passed with all ayes.

Paul had some additional business to discuss and motioned to open discussion on an email, included in the board packet, that she received from County Commissioner Brenda Weaver. It was agreed by all, after some discussion, that Spangler could share her insight into creating a story walk for the library so the county could create one of their own across the county on the Nickle Plate Trail. She could invite them to the library to hold this meeting.

House Bill 1134 was then discussed at length, including the implications it would have for the library if it passed the senate. A plan of action is being considered.

There being no further business on the agenda, the meeting was adjourned by President Paul at 7:38 PM.

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

SECRETARY APPROVAL:

(Signature & Date)

Peru Public Library
