



BOARD MEETING MINUTES:

March 24th, 2022

CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, March 24th, 2022. The meeting was called to order at 6:32 PM and was presided over by President Alison Paul.

ATTENDEES

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

MEMBER APOLOGIES: *Regine Brindle and Ellen Harvey.*

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

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

As secretary, Brindle, is excused, a secretary pro temp needed to be appointed. Paul asked McDowell to do it and went over what the duties would be. McDowell assented, so for the March 24th, 2022 meeting of the Peru Public Library Board of Trustees meeting, Regina McDowell served as secretary pro temp.

APPROVAL OF PREVIOUS MINUTES

February Minutes

There being no corrections, Swihart motioned to accept the minutes and Maggart seconded. McDowell called the roll for the vote: McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart - aye. The motion passed with all ayes.

FINANCIAL STATEMENTS

Swihart, the treasurer, stated that everything looked good. Maggart asked about direct deposit for the employee checks. Farnham said hopefully in April, as she was waiting on 3 more people. It was clarified that the library no longer has an account at Wells Fargo. It is still listed, however, as Farnham was not told what to do with it. She went over what had been in that account and how/when that money was moved. Bank insurance was also discussed. Maggart motioned to accept the financial statements, claims, and bank and deposit statements. Murphy seconded. Roll was called: McDowell – aye, Maggart – aye, Murphy, Paul – aye, and Swihart – aye. The motion passed with all ayes and the document was passed around for signatures.

AGENDA

DIRECTOR'S REPORT

Farnham is still working on the library policy update. She is going to wait to appoint a committee till the next month, when she has stuff more firmed up.

Harvey, Paul, and Murphy were all at the end of their terms. If they would like to be reappointed, Farnham asked that they tell her, so she can put their name forward, and talk to the appointing boards as well.

Farnham gave an update on the ARPA grant progress. The new chairs are in use. The purple ones when to the Circus Hall of Fame, the yellow ones will be going to the museum for the Cole Porter festival.

There are no signs of any new roof leaks, so the ceiling tiles will be replaced soon. Farnham needs to have the roof inspected for holes first, however. Farnham told the board about the roof leaks again, as Maggart had missed the last meeting and asked about it, as well as the original plan for the roof during the renovations. This was not the worst it has leaked before. The pinholes were fixed last year, and that repair was covered by the warranty.

Farnham had talked to a representative from Quality Heating and Plumping about the HVAC and was supposed to get an estimate last week but hasn't heard back from them yet. She also hasn't heard back from anyone else either. Farnham had wanted to get the process started with a quote from QHP, but no luck. Paul said she would contact them and this was discussed further, including if the board would be interested in QHP coming to the next meeting, which Farnham and the board thought was a good idea. Farnham also talked about contacting Thermadyn and getting a second estimate. The library will be needing quotes.

Nothing has been heard about the basement water project either. Farnham had reached out, but nothing. Maggart was surprised, as it has been in the minutes for several months now. Nothing had been heard from the name that Atlas gave Farnham for the west exterior step project either. The board thought that someone local would surely be able to get to work on that, and several board members listed ideas. Farnham said to give her the names and she would contact them.

The board discussed this further, and it was confirmed that Paul would call Atlas, Murphy would reach out to her guy about the step project, and Swihart would do the same. It was mentioned that the raised landscaping wall needs patched as well, as it is crumbling. Swihart commented that it sounded like concrete failure.

OLD (UNFINISHED) BUSINESS

There was no old business.

NEW BUSINESS

Farnham assumed the board would want to leave the Non-resident Fee the same. Swihart asked how that fee compared to the cost. Farnham didn't think the fee covered the cost, but she also hated to raise it, as that would be a barrier to access even at \$100, and the library would still be okay with it where it has been. Maggart thought \$75 was almost too high but recognized that there has to be a balance between cost and community need. Murphy thought it would be good to think about raising it slowly, with a jump to \$85 to start that off, perhaps. Paul was in favor of not changing the fee this year, in hopes of county funds coming through. Maggart said he wouldn't be signing it, as he didn't agree this year. The proposal thusly is to leave the non-resident fee at \$75 for a year and \$20 for 3 months, and Swihart seconded this. The vote was as follows: McDowell – aye, Maggart – nay, Murphy, Paul – aye, and Swihart – aye. The motion passed. Everyone who had voted aye signed the official resolution.

Maggart asked some further questions about the county and funds from them that were answered by Farnham.

The EFT payments will now include employee payments, withholding of payroll taxes, and retirement benefit payments. This resolution is signed annually, although payroll has been added to it this time. ACH will increase the library's bank charges. There are funds in the dues fund, which is where our PNC monthly charge comes from already, so the \$20 a month plus a minimal charge per check should be readily covered by that. While Paul was reading the resolution aloud, a typo was caught and discussed at length. Paul finally made a motion to go ahead and correct the type first: "the Peru Public Library board of Trustees resolves to approve EFT payments" needs to be changed from "electric" to "electronic" before the board votes on accepting the motion. Swihart seconded the motion to correct the EFT resolution and the roll was called: McDowell – aye, Maggart – aye, Murphy, Paul – aye, and Swihart – aye. The motion passed unanimously. The wording on the EFT resolution has now been corrected. The motion is now that the Peru Public Library board of Trustees resolves to approve EFT (Electronic Funds Transfer) on accounts dealing with payroll such as payroll for employees, withholding of payroll taxes (federal, state and local), and retirement benefit payments paid from the Peru public Library bank accounts on this day the 24th March, 2022. Maggart said he would make that motion and Swihart seconded. McDowell called the roll: McDowell – aye, Maggart – aye, Murphy, Paul – aye, and Swihart – aye. The motion passed with all ayes.

Farnham commented that they've used the same form for years and that even the auditor apparently didn't notice the typo.

The next meeting is on April 28th, at 6:30 PM.

There being no further business on the agenda, the meeting was adjourned by President Paul at 7:27 PM.

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

SECRETARY APPROVAL:

(Signature & Date)

Peru Public Library
