



## BOARD MEETING MINUTES:

October 27th, 2022

### CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, October 27, 2022. The meeting was called to order at 6:32 PM, President Alison Paul presiding.

### ATTENDEES

MEMBERS PRESENT: *Regine Brindle, Bryan Maggart, Leslie Murphy, Rebekah Slack, 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.*

New board member Rebekah Slack was introduced to the rest of the board.

### 2023 BUDGET HEARING

The 2023-estimated budget is \$544,470 with a tax rate of .2692 and an estimated tax cap of \$158,790. Tax caps were explained to the board and tax caps and the board discussed both rates. All board members signed the sheet and indicated their vote in favor of the adoption of the 2023 budget. Brindle verified the completed sheet as secretary, by signature.

The regular October board of trustees meeting was then called to order, at 6:39 PM.

### APPROVAL OF PREVIOUS MINUTES

September Minutes

Swihart noted two corrections to the minutes: on page 1, “remonstrative” was corrected to “remonstrations”, and on page 2, “was no longer” was corrected to “will no longer”. Swihart motioned to accept the minutes as corrected and Maggart seconded. The motion passed with all ayes.

### FINANCIAL STATEMENTS

Swihart had reviewed the financials and everything looked good. She noted that John and Julie Schwartz had donated \$20,000 again this year. A few points in the financials were explained. Murphy motioned to accept the financial statements, claims, and bank and deposit statements and Maggart seconded. The motion passed unanimously.

### ANNOUNCEMENTS

The library sponsored the Maconaquah school play, with paid ads.

## **AGENDA**

### **DIRECTOR'S REPORT**

A final copy of the updated Board Bylaws was included in the board packets.

They were submitted to the state within the 2-week timeframe.

Everything for the Employee Health Insurance was finalized, except for dental.

Farnham's estimates were based on previous amounts, minus the cost of the retiring third person.

Farnham then went over all the amounts and reiterated they are well within budget.

The board was reminded the November meeting would be a week earlier than normal, on Thursday, November 17.

The basement project is continuing. Farnham explained they are using shiplap for the walls, instead of drywall, so any future leaks will be easier to deal with. The wood was ordered and should be delivered shortly.

Slack asked about the west exterior step project. Farnham said she removed it from the agenda as her husband thought he could fix it.

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

There was no old business on the agenda.

### **NEW BUSINESS**

Every board member received information regarding an electronic outdoor sign.

Farnham had been looking into getting one, but did not think it could be funded easily.

The Schwartz' \$20,000 donation, however, provides an unexpected opportunity to purchase the sign.

The Schwartz have given permission for their donation to go entirely towards the sign. Farnham said she would like to fund the remaining \$8,000 from the Reading Program Fund, or half of the fund's current available \$16,000 balance. The new electronic sign would replace the old one. The same base would just be wrapped. Farnham would like to add some landscaping around the base, to soften it.

Paul pointed out the sign could be used as a community resource, available to share other groups' events. There is a 5-year warranty for parts and labor and the sign has its own dedicated data service. Life expectancy for videos with the sign is 10 years. Single components of the screen can be replaced at a time, rather than the whole screen.

Swihart and Maggart expressed their misgivings regarding using the Reading Program Fund for the sign. The Board explored the possibility of using other funds. There are currently no restrictions on the Reading Program Fund.

There was a discussion on getting more quotes. Farnham pointed out there are not many local options and prices will go up the further away the company is. Farnham said the sign could be installed by February or March. It would take a couple of months to get parts in, but they could install it during winter as long as the temperature was above freezing.

Brindle and Paul both spoke in favor of the sign.

Farnham finally suggested that she could take the \$8,000 out of the Operating Budget, from the Repair and Maintenance Fund, since the library will be under budget this year. It would put the library over budget in that section, but that happens every year regardless. Everyone liked the idea of paying for the remaining sign balance out of the operating budget. The accounting aspect of it was discussed briefly, as was using the Schwartz and Edwards's donation to cover the required 50% down for the sign, simply to make that part easier.

Maggart motioned to accept the bid presented for the electronic sign, provided the remaining balance after using the Schwartz donation, come from our operating budget. Slack seconded. Maggart requested a roll call for this vote.

Brindle – aye; Maggart – aye; Murphy – aye; Paul – aye; Slack – aye; and Swihart – nay.  
The motion passed with a majority vote.

Paul talked about some updates to the Open Door Policy that will affect the library board meetings, and Farnham has a meeting on the topic coming up as well, so they will combine notes after that meeting in order to create a list of needed changes to the board policy. This will be included in the November's board packet.

Maggart asked about picking up a thank you card for the Schwartz from the board.

**There being no further business on the agenda, President Paul adjourned the meeting at 7:40 PM.**

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

**SECRETARY APPROVAL:**

*(Signature & Date)*

**Peru Public Library**

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