



BOARD MEETING MINUTES:

January 26th, 2023

CALL TO ORDER – Board of Finance

A Board of Finance meeting, of the Peru Public Library, was held on Thursday, January 26th, 2023. The meeting was called to order at 6:31 PM and was presided over by President Alison Paul.

ATTENDEES

MEMBERS PRESENT: *Regine Brindle, Bryan Maggart, Leslie Murphy, Regina McDowell, Rebekah Slack, and President Alison Paul.*

MEMBER APOLOGIES: *Deb Swihart,*

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

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

Financial account balances were the important part, and the Operating Balance was good at \$191,801.01. Both PNC and Beacon Credit Union were on the Approved Depository list from the State of Indiana. The new requirement to ensure that all staff and board members complete the Internal Controls training is met. This concluded the business of the Board of Finance.

CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, January 26th, 2023. The meeting was called to order at 6:35 PM, President Alison Paul presiding.

ATTENDEES

MEMBERS PRESENT: *Regine Brindle, Bryan Maggart, Leslie Murphy, Regina McDowell, Rebekah Slack, and President Alison Paul.*

MEMBER APOLOGIES: *Deb Swihart,*

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

Maggart motioned to accept the minutes and Murphy seconded. The motion passed with all ayes.

FINANCIAL STATEMENTS

Swihart had looked at all the financials, claims, and bank and deposit statements. However due to her absence, approval of the financial, bank, and deposit statements will wait until February, when she can be present. Some claims needed signed. Farnham noted that the year-end form showed all receipts for 2022. She pointed out which sources had brought in more or less funds than the year before. The library brought in a little bit more than the year before, in all.

The library ended the year with a balance of \$270,035.53.

Maggart motioned to accept the claims and Brindle seconded.

The motion passed unanimously and the claims were passed around and signed by all.

ANNOUNCEMENTS

Paul shared her new email address with the board (also included in the board packet).

AGENDA

DIRECTOR'S REPORT

The 100R, a report required by the State Board of Accounts (SBOA), was submitted.

The SBOA report is in progress. It is due March 1st.

Farnham has been working with Swihart on the financials and the capital asset reports. They are waiting on the Evergreen Indiana statistics to finish this report.

The Library Annual Report (LAR) is also in progress and is due at the same time.

The updated board member listings are in the board packets. Farnham asked the board members to verify that she has the correct contact information before sending it to the state.

The basement project: waiting for the electrician's final touches, and then the furniture. She was hopeful it could be accomplished the following week.

OLD (UNFINISHED) BUSINESS

None.

NEW BUSINESS

There were some changes within Operating Fund Appropriations. The board did not need to sign a resolution as all transfers were within their own categories.

Farnham had discussed transferring \$25,000 from the 2022 Operating Fund to the Rainy Day Fund with Swihart, leaving an operating balance of approximately \$2,700. The board needs to approve a resolution for this. The resolution reads: "*The Peru Public Library board of Trustees resolves to transfer on the 26th day of January, 2023, Operating Funds within the 2022 Operating Budget to the Rainy Day Fund for any lawful library purpose.*"

Murphy motioned to pass the resolution. McDowell seconded. The motion passed unanimously and the resolution was signed by all.

The board needs to form a committee to add the State open-door policies updates to the board by-laws. Paul proposed to have herself, Brindle and McDowell on this committee, as they helped revise the by-laws just recently. A committee leader will be appointed, and minutes from the meeting submitted. It must be advertised ahead of time per open-door policy. A vote on the recommended committee of Paul, Brindle and McDowell was taken and approved by the board with all ayes.

The next meeting is on February 23rd, at 6:30 PM.

There being no further business on the agenda, the meeting was adjourned by President Paul at 6:57 PM.

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

SECRETARY APPROVAL:

(Signature & Date) _____

Peru Public Library

