

# BOARD MEETING MINUTES: May 23, 2024



## **CALL TO ORDER - Board of Trustees**

A Board of Trustees meeting of the Peru Public Library was held on Thursday, May 23, 2024. The meeting was called to order at 6:30 PM and was presided over by President Alison Paul.

## **ATTENDEES**

MEMBERS PRESENT: Regine Brindle, Bryan Maggart (arrived late with apologies), Regina McDowell, Stacy Mize, Leslie Murphy, Alison Paul and Gennell Taylor

STAFF PRESENT: Director, Maryann Farnham and Assistant Director, Michelle Spangler

PUBLIC IN ATTENDANCE: None

## **PUBLIC COMMENT/ANNOUNCEMENTS**

None

## **APPROVAL OF PREVIOUS MINUTES**

Review of the April Board Meeting Minutes.

Motion to accept the April minutes was made by Murphy.

Motion seconded by Taylor.

Motion passed unanimously.

## **FINANCIAL STATEMENTS**

Review of the April financial statements, claims, and bank statements.

Motion to accept the financial statements, claims, and bank statements was made by McDowell.

Motion seconded by Murphy.

Motion passed unanimously.

## **AGENDA**

### **DIRECTOR'S REPORT**

- MyLibro App, Hoopla, and Aspen have launched. We had 24 circulations in April and 68 in May on Hoopla. The patrons using it have given us positive feedback.
- The Schwartz/Edwards funds were used to purchase 2 AWE Computers for the Children's Floor. The computers are up and running.
- We have two members of the Board who are up for reappointment, as their terms are set to expire at the end of May. The school board contacted Farnham to let her know that Brindle's reappointment to the Library Board of Trustees has been approved. She hasn't heard anything from the County Commissioners about Maggart's reappointment as of yet.
- Summer Reading begins on Tuesday, May 28. As of right now we have 84 people who have pre-registered. To help promote this year's program, we hosted several field trips at the library. Main

Street Preschool brought three groups (totaling 89 kids), Elmwood 1st Grade brought two groups (totaling 173 kids), and Blair Pointe 4th Grade brought six groups (totaling 158 kids). We also delivered promotional brochures to Peru Community Schools.

- Paul and Farnham met with the engineer from NIPSCO about an Energy Assessment. They learned that there is not much energy savings to be found in replacing the windows. The biggest energy savings would be found in replacing the lighting on the second floor of the library. The engineer felt that replacing the bulbs to LED would give the most savings. The same fixtures in the adult section can be used, but will just need to be altered slightly. The light fixtures in the reference room will need to be completely replaced. The engineer felt that the heating system in the library is efficient for our space. He also recommended getting quotes for a new HVAC system.
- Reminder that the June Board Meeting has been moved to June 20 at 6:30pm.
- Renovation (Immediate Needs): The back outside wall by the parking lot and the door on Huntington Street have been painted. Farnham has contacted a company about new shelving options for the Children's Floor and is hoping to get estimates this summer. We will be getting landscaping done by Integrity around the new sign on the front lawn.

#### OLD BUSINESS

- The Employee Handbook that was voted in at last month's meeting will be sent to the lawyer just to make sure that everything in it is legal.

#### NEW BUSINESS

- A committee to nominate Board officers for the next year was appointed.
  - Paul made the motion to nominate Brindle and McDowell to the committee.
  - The motion was seconded by Mize.
  - The motion passed unanimously.
  - Elections will be held at the June Board Meeting.
- The Strategic Plan Committee met on May 16th to update the Long Range Strategic Plan for 2025-2028. The Committee presented the updated version to the Board of Trustees for final approval. The changes were discussed.
  - Motion to adopt the updated Strategic Plan for 2025-2028 was made by the Strategic Plan Committee.
  - Seconded by McDowell.
  - The motion passed unanimously.

**There being no further business on the agenda, the meeting was adjourned by President Paul at 7:12 PM.**

**MINUTES PREPARED BY: Michelle Spangler, Assistant Director**

**SECRETARY APPROVAL OF MINUTES:**

(Signature and Date)

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**Peru Public Library Board of Trustees Secretary**