



BOARD MEETING MINUTES: August 22, 2024

CALL TO ORDER - Board of Trustees

A Board of Trustees meeting of the Peru Public Library was held on Thursday, August 22, 2024. The meeting was called to order at 6:34 PM and was presided over by President Alison Paul.

ATTENDEES

MEMBERS PRESENT: Regine Brindle, Regina McDowell, Stacy Mize, Alison Paul and Gennell Taylor.

MEMBER APOLOGIES: Bryan Maggart and Leslie Murphy

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

PUBLIC IN ATTENDANCE: County Commissioner, Brenda Weaver

PUBLIC COMMENT/ANNOUNCEMENT

We received a thank you note from the Villages for Farnham volunteering her time and the Foam Machine for an event that was held for foster kids. The event brought good publicity to the library.

APPROVAL OF PREVIOUS MINUTES

Review of the July Board Meeting Minutes.

Motion to accept the minutes was made by Taylor.

Motion seconded by Mize.

Motion passed unanimously.

FINANCIAL STATEMENTS

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

Motion to accept the financial statements made by McDowell.

Motion seconded by Taylor.

Motion passed unanimously.

DIRECTORS REPORT

- Spangler gave a report on the final numbers in our 2024 Summer Reading Program. Our participation numbers are up from 2023. A copy of this report can be found in the August board pack.
- A breakdown of our funds through the Northern Indiana Community Foundation can be found in the August board pack.
- A Library Policy Committee was appointed to go over the library policy and to explore credit card use for patrons' purchases at the library. Paul made the motion to appoint McDowell, Paul, and Mize to the committee. Brindle seconded the motion. The motion passed unanimously.
- Farnham reported on renovation projects:
 - We met with a representative to discuss new shelving options for the books on the Children's Floor. This would be paid for by the grant from the Schwartz family.
 - The landscaping around the sign is complete.
 - Lighting project still in the works. We have estimates to discuss in the Old Business section of the agenda.

- Discussion of possible window replacements in the future.

OLD BUSINESS

- Discussion of the quotes we received for the upstairs lighting project. The Board of Trustees reviewed 2 quotes submitted by J&J Electric and MEBulbs. MEBulbs quoted \$8,065.76 to replace the bulbs/retrofit and \$17,858 to replace both bulbs and fixtures. J&J quoted \$10,921 to replace the bulbs/retrofit and \$13,221 to replace both bulbs and fixtures.
 - A motion was made to accept the quote from MEBulbs to replace the bulbs/retrofit for \$8,065.76 was made by Mize.
 - The motion was seconded by McDowell.
 - The motion passed unanimously.

NEW BUSINESS

The Budget Committee presented the proposed 2025 Budget to the Library Board of Trustees.

The 2025 total budget is \$588.895, and includes

- compliance to the DLGF (Department of Local Government Finance) recent implementation of new overtime rule for exempt workers (29 CFR 541.600) <https://www.dol.gov/agencies/whd/overtime/salary-levels> and
- staff cost of living increases, based on the Social Security Administration's COLA index.

As of Jan 1, 2025, Spangler will need a salary increase to stay within the minimum required salary threshold for exempt workers. After discussing options, the Board concluded it was cheaper to comply than to pay Spangler the overtime she would otherwise be owed, withstanding her outstanding work for the Library and its patrons. A copy of the rule will be included within the August board pack.

- A motion was made to continue Spangler as an exempt employee by Taylor.
 - Motion seconded by Brindle.
 - The motion passed unanimously.
- A motion to adopt the 2025 Budget as presented by the Budget Committee was made by Paul.
 - The motion was seconded by Taylor.
 - The motion passed unanimously.
- The Budget Hearing is set for Sept. 26, 2024 at 6:30 pm.
- The Budget Adoption is set for October 24, 2024 at 6:30 pm.

There being no further business on the agenda, the meeting was adjourned by President Paul at 8:03 PM.

MINUTES PREPARED BY: Michelle Spangler, Assistant Director

MINUTES REVISED BY: Regine Brindle, Secretary

SECRETARY APPROVAL OF MINUTES:

(Signature and Date)

Regine Brindle

Peru Public Library Board of Trustees Secretary