

Boswell Public Library Board Meeting
February 21, 2023
6:30 pm

Present: George Doeden, Shirley Roth, Vicki Goodwine, Marie Brown, Teresa Clawson, Deb Orr, Deb Shepperd

Absent: Kathy Geswein

1. Call to Order
2. Public Forum
3. Approval of Minutes: **Motion: Vicki, Second, Teresa, Approved.**
4. Approval of Vouchers & Treasurer's Report
 - a. Sign January's Register of Claims (December 2022) and February's (January 2023)
 - b. Approve Vouchers & Treasurer's Report: **Motion: Vicki, Second, Deb O., Approved.**
5. Director's Report
 - a. George installed mechanical doorbell to front outside door. Works great.
 - b. Statistics for January:
 - i. Hoopla & Libby use up.
 - ii. Circulation is up, 455 (2022) vs 712 (2023).
 - c. President sign webinar certificates: Breaking down barriers: how one library removed replacement fees, Local Administration in Evergreen Indiana, Refresher, and Evergreen Indiana Cataloging Refresher Course.
 - d. President sign off on Marie's Work Hours
6. Unfinished Business
 - a. Drainage Project:
 - i. Meriann Thompson from Crawlspace Remediation said that there might be a discount if we can schedule the work soon. This is a slow time for them.
 - ii. Jim Turner, works for Boswell Town, looked at cistern, seems to be draining. What about putting foam inside the building to block the water? Clean the wall off and look for the internal leak. Teresa will visit tomorrow to clean plaster off corner to see if the leak will show when it rains. Have Jim Turner look at the cleaned off wall to see what he thinks about the wall.
 1. Have Johnson from Attica to run a camera down the tile to check for blockages.
 - b. Elevator tank heater, elevator not leveling every time, ADA compliance.
 - i. Marie attempted to contact Otis Elevator, called 1/24 and used the contact us on the website on 1/28. No reply on either.
 - ii. Kone, Tank Heater, \$1,400, Hydraulic Oil Replacement, \$4,480
 1. Itemized statement for the hydraulic oil replacement, how much oil, labor, etc. needed. Marie will find this out.
 - c. Disaster Recovery Plan, update, 2nd reading. **Motion: Deb O., Second, Vicki, Approved.**

7. New Business

- a. Addition to Bylaws: Secretary absent. **Motion: Deb O., Second, Teresa, Approved.**
 - b. Review: Revision of the Library Manual, p 17
8. Adjournment, **Motion: Shirley, Second, Deb O, Approved.**

Next meeting: Tuesday, March 21st at 6:30 pm.