

Boswell Public Library Board Meeting

May 23, 2023

6:30 pm

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

Absent: Kathy Geswein, Deb Shepperd, Teresa Clawson

1. Call to Order
2. Public Forum, no one came.
3. Approval of Minutes: **Motion, Deb, Second, Vicki, Approved.**
4. Approval of Vouchers & Treasurer's Report
 - a. 4/17/23, \$3,982.32 receipt, from BP Community Investment Fund
 - b. Consulting Services has all the money coming out that is coming out: AVC Technology (Accounting), Evergreen Indiana (Circulation), Indiana State Library (Courier).
 - c. **Motion, Deb, Second, Shirley, Approved.**
5. Director's Report
 - a. Statistics for April
 - i. Hoopla and Libby use continues to go up. Website had 500 visits last month, up from 158 a year ago. Could be due to the new site being discovered by bots. Wi-Fi usage went from 742 in 2022 to 1573 in 2023. Circulation is on the rise as well.
 - b. Not selected for funding, Dollar General Literacy Foundation Summer Reading Program Grant.
 - c. Attend Evergreen Indiana Annual Conference in Indianapolis 8/18, \$131/mileage reimbursement. **Motion: Shirley, Second, Vicki, Approved.**
 - d. Training: Indiana State Library Budget Workshop
 - e. Director Evaluation, Executive Session 6/13, 6:30 pm. Marie will print off evaluation form and give to George ahead of time.
 - f. President sign off on Marie's Work Hours
6. Unfinished Business
 - a. Drainage Project: Repair corner in meeting room where removed plaster to find leak. Looking for a contractor, Steve Hanson?
 - b. Elevator tank heater, elevator not leveling every time, ADA compliance. Eric the maintenance person has not been to the library. According to Nate Neal's latest email, he will be here on 5/25.
7. New Business
 - a. Additional Appropriation for metal roof
 - i. Through this process the unit of government: advertises a Notice of Additional Appropriation, holds a public hearing, adopts a resolution/ordinance, and submits the request to the Department. It's important to note that this process does not result in a fund receiving more money, it is simply seeking permission to spend more than it currently has permission.

- ii. No estimates at this time for the metal roof. Steve Hanson and Ben Norton have been contacted. Steve Hanson said that he would get it to the library “last week”. Ben Norton did not give a time line for when his estimate would arrive. Library will have to pay for the estimate from Ben Norton. Erie Roofing, no commercial buildings. Bone Dry Roofing, no metal roofs.
 - iii. Knox Services, contractors, try them for roof.
 - iv. Marie contacted FBI Buildings 5/22, they will be following up in the next day or so to set up a time to look at the roof.
 - v. Someplace in West Lebanon, Interstate Metals, 877 346 4449, try them, too.
- b. Set up online bill pay with Farmers & Merchants Bank? Baker & Taylor, one of our book vendors, is asking for ACH payment over writing a check.
 - i. Discussion: Be bad when the web goes down. Thinking about the concept, more discussion next month.
- 8. Review: Public Access Computers, p 4 FYI
 - 9. Adjournment: **Motion: Deb, Second, Vicki, Approved.**

Next meeting: Tuesday, June 20th at 6:30 pm.

Minutes taken by Marie Brown.