

Boswell Public Library Board Meeting

MINUTES - December 19, 2023

6:30 pm

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

Absent: Deb Shepperd

1. Call to Order
 - a. Andrea Bowman, Benton Community Foundation, presented library with \$11,000 check to help with roofing project in 2024.
2. Public Forum
3. Approval of Minutes
 - a. Addition to 11/21/23 minutes, Additional appropriation approved by The Benton County Council
 - b. Motion: Deb, Second, Kathy, Approved.**
4. Approval of Vouchers & Treasurer's Report, **Motion: Kathy, Second, Teresa, Approved.**
5. Director's Report
 - a. Statistics for November
 - i. Hoopla and Libby continue to see increases in usage.
 - ii. Author Peggy Perdue was unable to visit with us due to flight issues.
 - iii. Circulation of physical items continues to be about the same, 477 (2022) vs 467 (2023).
 - b. Training: AVC users group meeting, Oculus VR, Collaborative Summer Library Program Summer Symposium, Social Security Wage Reporting
 - c. President sign off on Marie's Work Hours
6. Unfinished Business
 - a. Roof, received \$11,000 grant from the Benton Community Foundation
 - b. Elevator court case update: Case transferred to Tippecanoe County. Eric, Kone repairperson, will be allowed to testify. The library will be paying for his time, \$564/hour, and travel time to be paid at the same rate.
 - i. Board suggested subpoenaing Eric, maybe no charge for his time.
 - ii. Ask Jud Barce, attorney, deposition from Eric instead of testifying.
7. New Business
 - a. Review Bylaws, take home, discuss next meeting
 - b. Positive Pay, send bank file of checks written, they compare to when the check are cashed. State Board of Accounts encourages positive pay. \$75 to set up, no monthly fees for now.
 - i. Kathy suggested that we don't write many checks
 - ii. Shirley suggested wait until they make you
 - iii. Not going to do at this time
 - c. Officer positions on the board for 2024:
 - i. President: George Doeden.
 - ii. Vice President: Kathy Geswein.

- iii. Treasurer: Shirley Roth.
- iv. Secretary: Deb Shepperd.
- v. All present approved the slate of officers.
- 8. Review: Alcohol & Smoking Policy, p 9 FYI
- 9. Idea for getting the word out about library events: Advertisement in water bill, create flyer for Tracy? Marie will ask.
- 10. Adjournment: Motion: Kathy, Seconded, Teresa, Approved.**

The updated policy manual was passed out to all board members.

Next meeting: Tuesday, January 16th at 6:30 pm.

Minutes taken by Marie Brown.