

Boswell Public Library Board Meeting

MINUTES - February 20, 2024

6:30 pm

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

Absent: Kathy Geswein, Deb Shepperd

1. Call to Order
2. Public Forum, no one came.
3. Approval of Minutes: **Motion, Vicki, Second, Deb, Approved.**
4. Approval of Vouchers & Treasurer's Report
 - a. Marie included the annual financial report from 2023. George had a question from last month, how much was given from the county, for 2023, we received: \$146,880.47. We disbursed, for 2023: \$153,313.07. Difference: \$6,432.60 disbursed than received.
 - b. Repairs & Maintenance Equipment on the visa bill was for furnace filters.
 - c. Cardinal Leasing was the service contract for the printer.
 - d. AVC Technology, annual fee for bookkeeping and online backup.
 - e. **Motion, Vicki, Second, Teresa, Approved.**
5. Director's Report
 - a. Statistics for January
 - i. Physical item circulation continues to be down. Possibly due to the troubles with the interlibrary courier service, InfoExpress.
 - ii. Libby usage continues to increase from a year ago, 16 users in 2024 vs 10 users in 2023, 84 checkouts in 2024 vs 36 checkouts in 2023.
 - iii. Door count remains similar to a year ago.
 - b. Indiana Public Library Report, Signature page signed by president and director
 - c. Training: Iread 2024 Showcase, Building Authentic Relationships, Library Scavenger Hunts, Aspen Introduction.
 - d. Professional Meetings: Children's Summer Reading Program Meeting, Indiana Library Federation Directors Meeting.
 - e. President sign off on Marie's Work Hours
6. Unfinished Business
 - a. Roof, no updates.
 - b. Elevator court case, no updates.
 - c. Review Bylaws: Second reading for change "check/vouchers": **Motion, Deb, Second, Teresa, Approved.**
7. New Business
 - a. Close library for eclipse 4/8
 - i. Next eclipse close to us is in 2044
 - ii. **Motion, Vicki, Second, Teresa, Approved.**
 - b. Jim Brown continue computer maintenance. **Motion, Shirley, Second, Vicki, Approved.**

- c. Stories In The Cloud, \$299/year
 - i. **Motion, Teresa, Second, Vicki, Approved.**
 - d. Elevator phone update
 - i. To have the phone line from Mainstream Fiber hooked up to the elevator is difficult.
 - ii. Kone has a phone that they can install, \$900 installation, \$395 for new phone if the old phone is not compatible. Eric seemed to think we wouldn't need the new phone, but he hasn't tried to install the new system.
 - iii. Kone charges \$25/month for wireless service, \$20/month for monitoring. We can pay it annually when we pay for the service contract.
 - iv. Kone would offer a 5 year extension on our current contract, add a 4% annual escalation cap, phone service for \$191.93/month, \$2303.16 annually, or at least for 2024.
 - v. Shelley Hendricks, Kone representative, noted that the annual union labor rate increase could get as high at 9%.
 - vi. **Motion, Teresa, Second, Shirley, Approved.**
 - e. Mulhaupts Fire Communicator system, Marie will research new provider.
 - f. Update Recruitment and Dismissal policy
 - i. Change "sick leave, vacation leave, personal leave" to "paid time off" in Recruitment and Dismissal policy. Deb suggested leave the language the same. No change.
8. Review: Recruitment and Dismissal, Voluntary Resignation, Grievance Policy, Work Schedules, p 9 FYI
9. Adjournment: **Motion, Teresa, Second, Deb, Approved.**

Next meeting: Tuesday, March 19th at 6:30 pm.

Minutes taken by Marie Brown, Director.