

Boswell Public Library Board Meeting

September 17, 2024 - MINUTES

5:30 pm

Present: Jamie Barrett, Deb Orr, Vicki Goodwine, George Doeden, Teresa Clawson, Bethany Abbott, Marie Brown

Absent: 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. Transfer for CDs, still reflecting balance in the accounts that the money came from for the CDs, "Transfer" on Financial Report. Is there a way to have this reflected on the monthly Financial Report? Marie will ask AVC.
 - b. Motion: Vicki, Second, Teresa, Approved.**
5. Director's Report
 - a. Statistics for August
 - i. Computer usage has dropped off, 54 (2023) vs 16 (2024), possibly due to the children returning to school and receiving their computers back
 - ii. S'mores Storytime was a lot of fun. Noah Simeon did the campfire for us.
 - b. Fundraising letters sent 9/10/24. We have gotten some donations back already.
 - c. Table showing maximum paid time off for area library employees.
 - d. Volunteers needed for Christmas in Boswell event, Sunday, 11/24, time TBA
 - e. Schedule Trust Indiana, State of Indiana investment vehicle, for November meeting FYI
 - f. Schedule Indiana State Library board training for December meeting FYI
 - i. Schedule for 4:30 pm, then regular board meeting
 - g. Professional Meetings: Indiana Bookkeepers Counterparts
 - h. President sign off on Marie's Work Hours. Motion: Teresa, Second, Jamie, Approved.**
6. Unfinished Business
 - a. Elevator repairs from August 2023, paid by insurance \$4,938.14, repair costs less \$1,000 deductible. Marie sent Blake Schoen, insurance agent with Hoosier Associates, the 2 Kone elevator repair invoices and the court order from hearing about Mulhaupt's not being responsible for the damage.
 - b. Paid Time Off policy, convert days to hours for 2025, 2nd reading. Motion: Vicki, Second, Teresa, Approved.**
 - c. Bookkeeper hiring still ongoing
7. New Business
 - a. Budget Adoption. Board members signed Budget Form No. 4.
 - b. Kanopy, digital movies for patrons
 - i. New service for patrons to borrow movies
 - ii. \$1,000 for the first year, patrons will have access to 25 tickets per month

- iii. Movies can cost more than 1 ticket
 - iv. In year 2, Overdrive, company that owns Kanopy, will assess whether to stay with this model or go with pay per use similar to Hoopla
 - v. **Motion: Bethany, Second, Teresa, Approved.**
 - vi. Promotion methods, sign by DVDs, night at the library to talk about Kanopy, Wowbrary
 - c. Review: Challenged Materials, p 13 FYI
 - d. Review: Long Range Plan ends 12/31/24, to discuss at next meeting.
8. Adjournment. **Motion: Deb, Second, Jamie, Approved.**

Next meeting: Tuesday, October 15th at 5:30 pm

Minutes taken by Marie Brown.