

Boswell Public Library Board Meeting

December 16, 2025 - MINUTES

5:30 pm

Attendees: George Doeden, Teresa Clawson, Deb Orr, Deb Shepperd, Bethany Abbott, Anne Harmon, Marie Brown
Absent: Vicki Goodwine

1. Call to Order
2. Public Forum. No one came.
3. Approval of Minutes. **Motion to accept: Deb O., Second, Bethany. Approved.**
4. Approval of Vouchers & Treasurer's Report **Motion: Deb S., Second, Teresa. Approved.**
 - a. December settlement, \$52,534.55, deposited by the county 12/15/25.
5. Director's Report
 - a. Statistics for November
 - i. Door count is about the same as 2024, 192, vs 2025, 193.
 - ii. Wi-Fi usage was higher than in 2024, 665, vs 2025, 1,033.
 - iii. The cake decorating class with Sierra Brooks had 14 participants.
 - b. Training: 2025 Evergreen Indiana Local Administration Refresher, 2025 Evergreen Indiana Cataloging Refresher, 2025 Annual Report & Bookkeeping Workshop, Collaborative Summer Library Symposium.
 - c. Professional Meetings: Area Public Library Directors Meeting, Comics Plus Joe Barrett, AVC User Group Meeting, Benton County Chamber of Commerce, Association of Rural & Small Libraries Annual Meeting, Indiana Digital Libraries Bylaw Review Meeting, Budget Meeting with George & Bethany.
 - d. President sign off on Marie's Work Hours
6. Unfinished Business
 - a. Snow removal, Mike Springfield, \$25/hour, library buys salt.
 - b. Menards Acrylic or Polycarbonate Sheet for Library coloring table, installed on the table upstairs.
 - c. Cyber Policy
 - i. Employee information needs protection. We might already have that with the passwords needed to access the computer and the software. Marie will check with other libraries that have a cyber policy to gather information on their policies.
 - d. Stuffed Animal Village, ages 3 – 8 program, tentative date Monday February 9 at 5:30 pm. Need volunteers. Board members will check their schedules and let Marie know at the next meeting if they can help. Marie will order the stuffed animals.
 - e. Mulhaupps Security Systems annual Commercial Monitoring Fee due, \$540
 - i. Contract automatically renews for 5 years, unless we say something. Marie will contact Mulhaupps to ask if this price is guaranteed for the 5 years of the contract. She will also contact Koorsen to see what they offer.

Board will revisit this topic, review the information, and decide which company would better meet our needs.

- f. Budget 2026, update. **Motion to accept: Bethany, Second, Teresa. Approved.**
- 7. New Business
 - a. Bucher Tech computer maintenance
- 8. Review: Fines & Charges for Materials, Late Notices, Lost or Damaged Material, p 5. Add the words “Physical Materials”, move Magazines to include with Books, Audiobooks and DVD’s. Remove Fines and Charges for Materials, since we are no longer charging fines. **Motion: Deb O., Second, Anne. Approved.**
- 9. Adjournment. **Motion: Teresa, Second, Deb S. Approved.**

Next meeting: Tuesday, January 20, 5:30 pm