

Wednesday, February 12, 2025

The Sullivan County Public Library Board of Trustees meeting at the Sullivan County Public Library Annex began at 4:01 pm. Chris made a motion to begin the meeting. Sarah seconded and the motion passed. The meeting was paused and an executive meeting began at 4:05. The executive meeting adjourned at 4:42 pm. The meeting was reopened at 4:42 pm.

Library Board: Susan Brooks, President; Katie Couch, Secretary; Jo Linda Lyttle, Treasurer; Sarah Hannon; Chris Gentry; Terri Roberts

Library Staff: Rachel Winner, Director

I. Resolution of Replacement

- Signing paperwork to signify change of director from Jordan Orwig to Rachel Winner. Jo made a motion to approve. Chris seconded and the motion passed.

II. Approving and Signing of January Minutes

- Chris made a motion to approve. Sarah seconded and motion passed.

III. Approving and signing of January Claim Sheet

- Katie made a motion, Chris seconded and motion passed.

IV. Public Input Period

- No public comment at this time.

V. Old Business

- **Friends**
 - No updates at this time

VI. New Business

- **Non-Resident Fee**
 - Approving for \$78.55. This fee is auto calculated using data from the Indiana Public Library Annual Report. Sarah made a motion to approve. Chris seconded and the motion passed.
- **Library Card Policy**
 - Rachel making a change: resident cards 24 months, PLAC for 12 months or when expiring at home library. Chris made a motion to approve. Sarah seconded and the motion passed
- **Financial Update**
 - Rachel said to keep in mind that our balance is healthy, and to consider this when we plan future renovations. Jordan stated that the law gives the state government authority to modify the bank account to have 150% of annual budget, but nothing beyond that. But that SB 283 would not be able to take money out of the bank account beyond that.
- **Legislative Update**
 - Under SB283 library budget would fall under a county council
 - SB1 Dolly Parton Imagination Library funds getting ready to be removed. This means the state would no longer fund their half of the bill. We have funds to continue for one year, but are contacted for 3.
- **Maintenance Update**
 - Melting snow in Merom removed the gutter from the side of the building. Gutter was fixed for \$75.
 - Rotting spot in the northwest corner of the building. Possible source of wasp entry in the building

- Suggesting that we pay for an inspection for the different bugs, because we have issues with biting. Jo suggested reaching out to the different branches for potential issues, because nothing has been reported at this time
- Rachel reported on the bad roof at Sullivan, needs to be replaced soon, and the History Museum had a frozen toilet and need to look at the HVAC lines for the kitchen and the restroom
- **Bathrooms**
 - Due to a request of a gender-neutral bathroom, Chris made a motion to approve the idea of a deadbolt lock to create a single use restroom, even though they have multiple stalls. Katie seconded and the motion passed.
- **Mentorship**
 - Jordan made a contract with the suggestions on the program. Susan made a suggestion to update the contract to a year, just to get Rachel through the calendar year. Rachel and Jordan agreed to the update of the contract. Susan suggested to Jordan that we would offer a stipend of \$250/month for 12 months. Jordan did not want to take payment for it. Jordan is going to clear any kind of payment with his current employer. Tabled payment until next month.
 - Jo made the motion to approve the amended contract to a year. Sarah seconded and the motion passed
- **Miscellaneous**
 - Rachel wanted to hire a library clerk assistant. Update the job description to include helping out in processing books. Terri made a motion to approve. Chris seconded and the motion passed.
 - Shelburn wants comfortable seating. Susan suggested moving chairs from Farmersburg, but not sure they will be closed by the date of the coffee clique.
 - Chris made a motion to approve the raise for Ruth. Jo seconded and the motion passed

VII. Meeting with Hafer

- Jack went through contractor bids. All 3 contractors showed up at the site meeting. 2 good bids. Doesn't know firms personally but all good websites.
- The number of days was widely varying. Best bids said the work could be done the fastest as well.
- Jack said no real reason not to go with the lowest bid through CDI. Might consult your retainer because you need to get the contractor under contract.
- Chris made a motion to approve the first 3 alternates and close the branch. Jo seconded and the motion passed.
- Next project discussion: Jack asked about museum first. Susan mentioned Merom because of ADA compliance. Jack said if we are moving on Merom first, use that time to decide about the museum and the moving of Sullivan.
- Post meeting with Jack: Rachel would like to plan on Sullivan next while allowing Dave to serve as a project manager. Terri said over a certain threshold, we would have to advertise that manager. We did have to do that for Carlisle but not for Farmersburg. Rachel would like to pursue a new location for the new main, while moving the museum to the Carnegie and leaving genealogy in the basement. Jo would also like to consider moving as well.

VIII. Adjournment

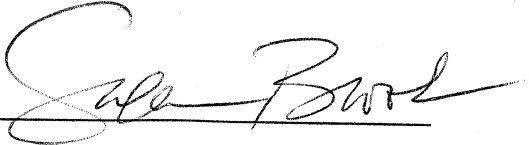
- Terri made a motion to close the meeting, Sarah seconded and the motion passed. The meeting adjourned at 5:58.

NEXT MEETING: March 12, 2025

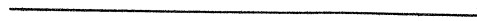
cc: Katie Springer, Attorney at Law

Board Members

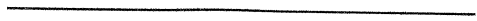
February 12, 2025



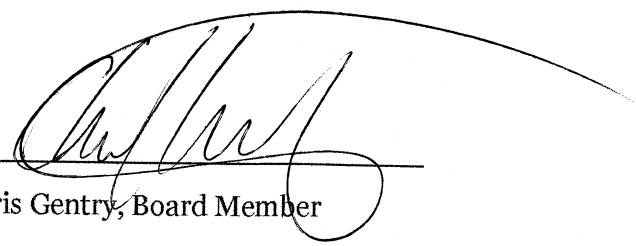
Susan Brooks, President



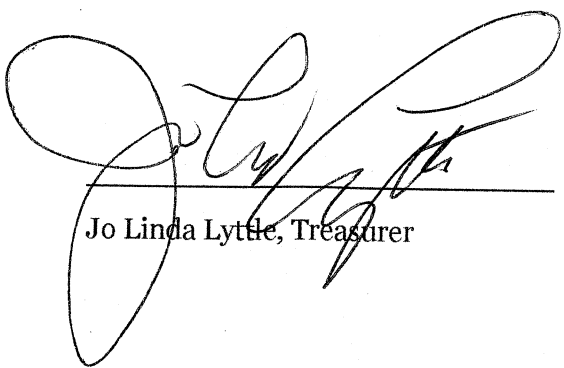
Terri Roberts, Board Member



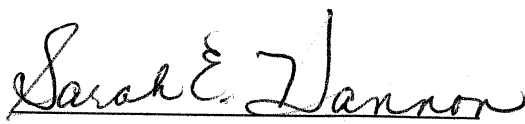
Aaron Greve, Vice-President



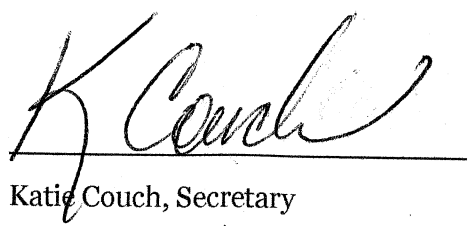
Chris Gentry, Board Member



Jo Linda Lytle, Treasurer



Sarah Hannon, Board Member



Katie Couch, Secretary