

Wednesday, June 14, 2023

The Sullivan County Public Library Board of Trustees held an executive session at the Sullivan County Public Library Annex at 4:00pm. The executive meeting adjourned at 4:30pm. The meeting was called to order at 4:34pm.

**Library Board:** Terri Roberts, President; Susan Brooks; Chris Gentry; Sarah Hannon

**Library Staff:** Jordan Orwig, Director; Tammy Secrest, Accounting Manager

**Public:** Raymond Beard

#### **I. Executive Session**

The Board held an executive session from 4:00-4:30pm.

#### **II. Approving and Signing the May Minutes**

Chris made a motion to approve. Susan seconded and motion passed.

#### **III. Approving and Signing the May Claim Sheet**

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

#### **IV. Public Input Period**

Raymond Beard spoke about some issues at Merom, including some holes in the nearby greenspace, a live meter, and the building's insulation.

#### **V. Old Business**

##### **a. Friends**

Regarding the library truck donation, more information is being gathered regarding the ongoing FEMA response, and Jordan will gather more details on the process of donating the vehicle.

##### **b. TrustINDiana**

Jordan discussed Fifth Third Bank's account offering 3% interest. Chris made a motion to continue with moving the Library Improvement Reserve Fund to a TrustINDiana account. Susan seconded and motion passed.

##### **c. Door Counter Quote**

The library is still waiting on updated pricing information.

#### **VI. New Business**

##### **a. Long-Range Plan Update**

Jordan presented a report on current long-range plan goals, saying that, with the

current work of the architects, the library is moving forward on several areas that were designated in the plan.

**b. Personnel Policies Update**

Jordan presented updated Personnel Policy changes on the staff leaving early as well as adding a retirement plan clarification on Hoosier START plans. Susan made a motion to approve the policy update. Sarah seconded and motion passed.

**c. Circulation Policy Update**

Jordan presented an updated Circulation Policy changes regarding the mobile hotspots. Susan made a motion to approve the policy update. Chris seconded and motion passed.

**d. Viewpoint Project**

Jordan was approached by a PBS company to film a segment on the library for approximately \$25,900 with additional travel fees. Susan made a motion to decline the project. Sarah seconded and motion passed.

**e. Carlisle Cabinet Quote**

There is a plan for redeveloping the space in the Carlisle kitchen area so that it could be used as a meeting space. This would call for more cabinets for storing and organizing things. The total proposed amount is approximately \$3,400. Sarah made a motion to approve the purchase. Chris seconded and motion passed.

**f. Hymera Community Library**

Jordan met with some members involved with the Hymera library, and he recommends the board set up a meeting so that parties from SCPL and Hymera could discuss some different options.

**g. Miscellaneous**

Raymond Beard discussed several more items including the Merom library downspouts and telephone.

**VII. Adjournment**

Sarah made a motion to approve. Susan seconded and motion passed.

Time: 5:07pm

NEXT MEETING: August 16, 2023

cc: Katie Springer, Attorney at Law

Board Members

July 19, 2023

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Terri Roberts, President

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Susan Brooks, Board Member

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Aaron Greve, Vice-President

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Chris Gentry, Board Member

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Jo Linda Lytle, Treasurer

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Sarah Hannon, Board Member

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Katie Couch, Secretary