**Parke** **County** **Public** **Library** **Board** **of** **Trustees**

Thursday, February 8, 2024

4:00 PM

**Determination of Quorum-**Those present were Sherri Paxton, Roberta Hobbs, Kent Hutchins, Samantha Woodard, Rachel Mundell, Lisa Wrightsman, and Elise Mauntel, and Andrew Akers, director.

**Call to Order-**Roberta Hobbs, president, called the meeting to order.

**Secretary’s Report** -There were no additions or corrections from last month’s minutes.  Elise Mauntel made the motion to approve and Samantha Woodard seconded.

**Bookkeeper’s Report**

**Financial Report of Funds**

**Operating-**$870,358.17

    **Special Revenue-**$924.74

    **Main Funds-**

       **LIRF-**$378,136.70

       **Rainy Day-**$163,832.67

       **Littick-**$16,877.56

    **Gift Funds-**$24,135.36

**Register of Claims-**It was reviewed and signed after some clarification for a few items.

**Director’s Report**

**-**Summer Reading planning is underway with 8 performers scheduled.  Chad Smith will speak to us at the March meeting about what is planned.

-STEM based activities for 6-11 year olds is being planned in conjunction with Friday Storytime.

-A flamenco guitarist and inspirational speaker may be scheduled for October.

-Heather Shotts plans to continue Ava’s Book Club, Bingo, and card night for adults.

-Sharon Harmon, the treasurer, is improving.  She is now walking with the aid of a walker.  She has 3-5 hours of PT daily.  She may move to a closer rehab center or possibly home in two weeks.

**Old Business**

  -The updated vacation/sick leave policy was discussed.  Andrew will make a couple of changes to the number of days granted to employees starting later in the year, as well as a probationary period.  A motion to accept was made by Samantha Woodard and seconded by Kent Hutchins.

**New Business**

**-**Fred, the Amish cabinet builder, anticipates the boardroom cabinet to be completed and installed by the end of February.  Andrew will then touch up the paint and finish painting around the windows.  New chairs will be ordered for the boardroom, as well.

-The youth/teen area was measured for carpeting by Glen Stites.  He said what is needed should be in stock and installed by the end of March.  Chad and Andrew will paint the walls before the carpet installation.  Becky Beil will work on the mural in the youth area.  New shelving and furniture will be ordered when the carpet is ordered.  Papier mache’ books will be made by youth, under the direction of either Becky Beil or Rita Jacks (hopefully) during summer reading.  The entire downstairs should be completed by the end of June.

-The outdoor reading/garden area project will be built in memory of Ava Mills, a longtime PCPL employee, who passed in February, 2024.  Benches, flowers, lights, and a trellis are being considered.  Master Gardeners, the PHHS landscape class, Junior Leaders, and Boy Scouts were mentioned as groups that might help with the design.  Luke Waltz was also mentioned, but Andrew said that he quoted $15,000 to design and lead the project.

-The 2024 Community Read is The Martian.  The discussion is planned for March 15.  Andrew is also trying to coordinate with the Ritz Theater to show the movie.

-Heather Shotts will lead the first book club in May.

-On Monday, February 12, the septic will again be inspected as there is still a sewage smell in the library.  Results of the inspection will be emailed to board members by Andrew.

-The elevator passed inspection and all paperwork has been filed by Andrew.

-The salary schedule was presented by Andrew,

  -Director-Andrew Akers-$57,600/yr

  -Technical Services-Lynn Lee-$37,634/yr

  -Youth Services-Chad Smith-$22.60/hr

  - Librarian Asst-part-time-Matt Bird-$17.50/hr

  -Circulation Staff-Hannah Lee, Heather Shotts-$13-16/hr

  -Cleaning Staff-Kristy Bradley-$7200/yr

  -Treasurer-Sharon Harmon-$4500/yr

A motion to approve was made by Lisa Wrightsman and seconded by Elise Mauntel.

Heather Shotts will be considered full time in March.

Kristy Bradley may host a mind/body yoga class at the library.

The next meeting will be Thursday, March 14, 2024 at 4:00 PM.

A motion to adjourn was made by Elise Mauntel and seconded by Sherri Paxton.

Respectfully submitted by Sherri Paxton, PCPL board secretary.