**Parke County Library Board of Trustees**

Thursday, April 11, 2024 at 4:00 PM

**Determination of Quorum-**Those present were Roberta Hobbs, Sherri Paxton, Lisa Wrightsman, Samantha Woodard, Kent Hutchins, 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.  A motion was made by Lisa Wrightsman to approve the minutes with a second from Samantha Woodard.  The motion carried.

**Bookkeeper’s Report**

  **Financial Report of Funds**

**Operating-$823,869.42**

**Special Revenue-$924.74**

**Main Funds**

**LIRF-$378,296.62**

**Rainy Day-$163,832.67**

**Littick-$16,882.18**

**Gift Funds-$23,886.46**

**Register of Claims** -  It was reviewed and signed.  A motion from Samantha Woodard was made with a second from Kent Hutchins.  The motion passed.

**Director’s Report**

**-**Kristy Bradley’s Yoga program has had five people participating.  She will continue to have classes in the boardroom rather than the children’s area, due to insurance purposes.

-A new copier contract for five years has been signed with Toshiba.  A $75 monthly lease will be cheaper than the Rico contract.  It will be a faster copier and will have a fax.  The old fax machine will be disposed of.  It will also free up space downstairs as the old copier will be removed.

-The cabinet for the boardroom is scheduled to be installed on Wednesday, April 17.

-The Community Read will be on Monday, April 15 at 5:00.  Andrew and Heather will lead the discussion for the book, The Martian.

-The newly hired employees are doing well.  They have created displays for special events.  Heather will be leading  Bingo and euchre nights, as well as monthly book clubs.  Heather will also be going to the Early Childhood Event at the Parke County Fairgrounds on Saturday, April 13 to promote the library and the Imagination Library for preschool aged children.

**Old Business**

**-**The back garden was supposed to be completed today, but rain delayed it.  Tuesday, April 16 will be the mulch delivery from the Red Raccoon.  Some of the mulch will be used in the front landscape as well.  Andrew has the landscape paper, stakes, and planters ready for installation.

-Andrew has not had time to attend the Town Board meeting to ask about the charge for checking out the building  after the alarm went off.  The Town Board meetings are the first and third Mondays of each month.

-Andrew will check with Joe’s Handyman Service to see if he could fill in the holes in the concrete on the ramp.

-Andrew’s coursework is on schedule for completion for December, 2025.

-Sharon Harmon, treasurer, has decided to retire for health reasons.  Andrew will check with Russell and Durr Accounting to see if they would be interested in the position.  He has checked with other firms as well.

-Heather Shotts will receive insurance after her probationary period ends on June 1.  She currently is receiving dental, life, and vision insurance.  Matt Bird doesn’t need insurance as he receives it with his primary employer.

**New Business**

-Children’s area is ready to be painted.  The peeling paint will be scraped and sanded.  A pungent primer will then be applied which will necessitate the closing of the library next Saturday, April 20 to allow the smell to dissipate.  Andrew and Chad will paint.  There is word on when the carpeting will be installed.

-Andrew will look for the sundial in the storage unit when he takes unused supplies to the unit.

-Andrew has asked if the July 13 meeting could be changed.  It will be reviewed at the May meeting.

The next meeting will be a special meeting on May 2 at 4:00 to review the Long Range Plan.

The regular May meeting will be on Thursday, May 9 at 4:00.

A motion to adjourn was made by Lisa Wrightsman with a second by Samantha Woodard.  The motion passed.

Respectfully submitted by Sherri Paxton, PCPL board secretary