



Rockville Public Library

Board Meeting Minutes
November 16th, 2017

Present

Trustees: Tisha Lohrmann, Linda Burnette, Randy Wright, Scott Bacon.

Director: Lindsey Bishop

Other: Cindy Hein

Tisha called the meeting to order.

Secretary's Report

Minutes from October 12th, 2017 meeting reviewed. Motion to accept minutes made by L. Burnette, seconded by S. Bacon. Motion carried. Members present signed to approve previous minutes.

Treasurer's Report

Treasurer's report from October 12th, 2017 meeting reviewed. Motion to accept treasurer's report made by R. Wright, seconded by L. Burnette. Information reviewed and signed.

Director's Report

Lindsey brought a resolution to transfer \$1500.00 in funds from within the library operating fund major category. It was transferred from Repair and Maintenance to Operating Supplies. L. Burnette made the motion to approve the transfer. S. Bacon second. Motion carried.

At the October meeting, Lindsey mentioned looking into accounting and payroll software. She brought a quote from AVC Technology for review. There is a one-time fee for Fund Accounting of \$2950.00 and a one-time fee for Payroll of \$1150.00. Software updates and support are free for the first year. The following year and moving forward there is an approximate fee of \$124/month or \$1488.00 annually for software support and updates. We would begin with this software program in 2018.

S. Bacon made a motion to approve the quote and move forward with the AVC program, eliminating a handwritten ledger. R. Wright seconded. Motion moved.

Lindsey spoke of some things she learned at the Indiana Library Federation annual conference which she attended on November 13th – November 15th, 2017. She spoke about speaking with an architecture firm about the process of building. KrM is one firm she spoke with that has worked with libraries for 40 years. They will help with everything from strategic planning and community involvement to fund raising and the building project. Just something to think about since a building project is in the future. She also attended many sessions on management and one regarding advocacy for libraries.

In Public Trust packets were given to all the board members and the Library Bill of Rights. Lindsey talked about starting fresh and wanted the board to know what their role is and what is actually required of a board member. She also talked about what the bill of rights means and how the board, staff and director all need to be on the same page and moving the same direction as far as representing the library. The Library Bill of Rights will assist in this as policies are written to back the library's stance on many topics from collection development (how we chose materials for the library, material removal, handing donations) to patron library access. These are things she is going to begin writing. The board is diverse and representative of the whole county for a reason and she hopes the board will work toward more advocacy and stronger opinions in library decisions.



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New Business

Linda Burnette asked about Evergreen, what it was, and if we are going to get it at the library. Lindsey explained that Evergreen is a Library Consortium by the State of Indiana. It is an ILS, or integrated library system. Our current ILS is Follett. Evergreen Indiana was created in 2009 when it was mandated that all libraries go to a digital catalog format. Initially, the program was free but now there is a charge. There are roughly 120 libraries participating in the program. Lindsey feels it would serve our community because all the libraries that surround us are Evergreen libraries. If our library chose to join the Evergreen consortium, our materials would be available for hold and check out by other libraries and vice versa. It would aid us in a larger collection of materials that are easier to obtain than they are through the SRCS program, though it works similarly. SRCS is Statewide Remote Circulation Service that allows the borrowing of materials from any SRCS member library including Academic libraries. There are less steps sharing within Evergreen and there are a larger quantity of titles our patrons are looking for. SRCS is a great resource for unusual materials, it is also a consortium. Lindsey feels Evergreen Indiana would be helpful to our patrons because of our wide county service area. Patrons belonging to Evergreen libraries can pick up and return materials at the Evergreen library that is most convenient to them. So a book can be checked out at RPL and returned to Clinton Public Library. An audio book can be checked out at Brazil and returned at RPL, etc. Fines and fees associated with the materials can be paid at any library where the material is returned. The consortium sends or invoices and/or checks to compensate the libraries with the late fines. Linda asked that Lindsey do research and bring more information on this system to the next meeting.

Old Business

None

Next Meeting

Wednesday December, 13th 2017 at 3:30pm

Meeting Adjourned