

**Hancock County Public Library Board of Trustees Meeting Minutes
March 8, 2022**

Board Present: Thomas N. Seng, Zach Schroer, Fred Fox, Libby Manship, Jeannie Roberts, Michelle Hasty

Board Absent: Lori Elmore

Staff Present: Dave Gray, Cindi Holloway, Jeanette Sherfield, Kyle Turpin

Others: Whitney Speicher (Leadership Hancock County Class)

President Tom Seng called the Board of Trustees meeting to order at 7:01pm

There were no issues of public concern

Monthly Statistics

Dave Gray presented the monthly statistics. He shared the February statistics showed that circulation of materials is closer to the 2019 numbers. An increase of in-person programming is helping restore those numbers. The library is set to have a full slate of programming this coming summer.

Minutes

Fred Fox **moved to accept the minutes as presented**. This was seconded by Michelle Hasty. Vote was taken and the motion carried.

Financial Report

Cindi Holloway reported there was a total bank balance of \$9.4 million. The appropriations for the month of February were a little lower than a typical month. Libby Manship **moved to accept the financial report as presented**. This was seconded by Jeannie Roberts. Vote was taken and the motion carried.

Allow Bills

Bills for February 1, 2022 – February 28, 2022 were presented. Dave Gray said he reviewed the bills and found them to be in order. Zach Schroer **moved to accept the bills as presented**. This was seconded by Fred Fox. Vote was taken and the motion carried.

Directors Report

Staffing

There are currently no staffing changes

Imagination Library

Enrolled 2550

Graduated 50

Total Graduated 803

Winter Reading

- 793 Registered
 - 366 Adults
 - 103 Teens (6th - 12th grade)
 - 324 Kids (birth through 5th grade)
- 629 Active Readers
- 513 Completed the challenge
- 871,450 Minutes read

Annual Reports to Appointing Bodies

- 2/15 @ 11am – County Commissioners
- 3/9 @ 9am – County Council
- 3/14 @ 7pm – Eastern Hancock
- 3/23 @ 7pm – Greenfield City Council
- 3/28 @ 7pm – Mt. Vernon
- 4/11 @ 6:30pm – Southern Hancock
- 5/9 @ 7pm – Greenfield-Central

HCCF Match Day 2022

- Last Match Day was in 2015
- Match Day 2022 Sept 30 (4pm) to Oct 1 (10pm)
- HCPL received \$28,671.43 on Match Day in 2015
- See handouts

Audit Update

- Entrance Meeting – February 17
- Exit Meeting – March 17
- Only for year 2020
- Very quick (always a good sign!)
- Report due out by 4/15
- Cannot talk about the audit in a public meeting until the report is released (by 4/15)

Facilities Update

- New drive for Air handler # 1 is installed and wired up. As of 1:30 PM today (Monday 3/7) a software issue is keeping it from operating. We have on site the installing contractor and the factory representative working on resolving the issue
- The hot water expansion tank has arrived today in Indianapolis. The contractor anticipates installation on or before next week
- Sugar Creek backflow work taking place Tuesday, March 8th
- On 2-28-2022 the request for pricing for the demo work was sent to 7 contractors. Quotes are due by end of month

Other

Greg Guerrettaz from FSG Corp (HCPL's financial advisor) will discuss the updated feasibility study in May.

New Business

Marketing Update/Overview (Kyle Turpin)

Kyle presented an overview of the Marketing and Communications Department and staff involved with various processes of the library's marketing processes.

HCCF Match Day 2022 Resolution

Zach Schroer moved to **accept the HCCF Match Day 2022 Resolution as presented**. This was seconded by Libby Manship. Vote was taken and motion carried.

Hancock County Community Foundation Endowment Annual Statement

Dave Gray reported the current HCPL Endowment total is \$250,000.

Commercial Insurance (Cindi Holloway)

Cindi Holloway presented information concerning the renewal of the library's commercial insurance policy beginning March 30, 2022 to March 30, 2023. There is an 8.2% increase. If \$1,000 deductible is raised to \$5,000 for property portion of the policy this could reduce premium \$500-\$750.

Zach Schroer **moved to accept renewal of the commercial insurance policy with staff investigation into increasing the deductible for the property portion to reduce premium.** This was seconded by Fred Fox. Vote was taken and the motion carried.

Other

None

Old Business

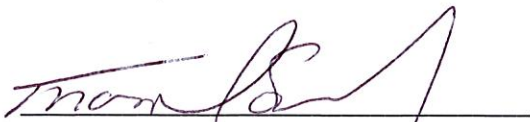
Other

None

Adjourn

Fred Fox moved to adjourn the meeting at 7:30pm. This was seconded by Jeannie Roberts.

Recorded by Jeanette Sherfield

A handwritten signature in blue ink, appearing to read "Thomas N. Seng", written over a horizontal line.

Thomas N. Seng, President

A handwritten signature in blue ink, appearing to read "Lori Elmore", written over a horizontal line.

Lori Elmore, Secretary