

Hancock County Public Library
September 13, 2022

Board Present: Tom Seng, Zach Schoerer, Fred Fox, Libby Manship
Board Absent: Lori Elmore, Michelle Hasty, Jeannie Roberts
Staff Present: Dave Gray, Cindi Holloway, Jeanette Sherfield, Cathy Riley, TJ Reguli
Others: None

President Tom Seng opened the public hearing on the proposed 2023 Hancock County Public Library budget at 7:00pm. There was no one from the public hearing present.

Call to Order: President Tom Seng called the Board of Trustees meeting to order at 7:05pm

Monthly Statistics

Director Dave Gray presented the monthly statistics for August 2022. Dave stated that for the most part we have been outpacing circulation stats for the same month in 2021 by 5,000 circs. August 2021 saw 75,977 circs and August 2022 saw 81,846 circs. Digital checkouts have been strong as well. For the second time ever we broke 5,000 circs in Hoopla. There were 5,977 audio books circulated in OverDrive, which is the lightest amount ever. Overall, there were 14,469 circs in OverDrive, which was the second highest month ever. Now that the Bookmobile has resumed school stops, that's also helped to bolster circulation of materials.

Minutes

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

Financial Report

Cindi Holloway reported that there was a total bank balance of \$9.7 million. Cindi also shared that there is still \$1.6 million in appropriations to be used by the end of the year. Libby Manship **moved to accept the financial report as presented.** This was seconded by Fred Fox. Vote was taken and the motion carried.

Allow Bills

Director Dave Gray reviewed the bills and reported it was a standard month of appropriations. He did mention that due to a ransomware attack at Baker and Taylor a couple of weeks ago that ordering expenses were lighter than usual. Zach Schoerer **moved to accept the bills as presented.** This was seconded by Libby Manship. Vote was taken and the motion carried.

Directors Report

Staffing

- Access Service Librarian – Jared Zentz
- Retirement – Terri Gorden (End of November)
- Open Position
 - Access Services Assistant (Part-Time)
 - Tech Service Manager

Staff Check-ins

Complete!

Imagination Library

2,509 Enrolled

47 graduated

1,112 Total

Children's Area Lighting Retrofit

The fluorescent lighting in the children's area has been upgraded to LED

- 62 – four-foot sections (originally 32w lamps each)
- 62 – four-foot sections now have 17w lamps
- $186 \times 32 = 5,952$ watts
- $124 \times 17 = 2,108$ watts
- Savings of 3,844 watts

Running the lights for 15 hours a day X 355 days a year @ .12/kwh = \$2456.32 of annual savings for an investment (parts only) of \$764

Match Day VIP KICKOFF is Friday, September 30

Event is from 4-8pm

971 W. US 40 Greenfield, IN

Mayoral Proclamation

Introductions about Nonprofits

Lawn Games

Food, Wine, Beer, and Coffee Trucks

LIVE Entertainment by Kara Cole

RSVP by Monday, September 19th

HCCF Endowment Letter

HCPL's endowment at HCCF will pay out \$8,110 in the spring of 2023. We will reinvest the money into our endowment. We have done this since we started the endowment.

Susie Billings – Friends of the Library

Susie Billings was treasurer for the Friends of the Library and was an active member in many community organizations. Susie passed away on August 29, 2022.

Susie's celebration of life will be held at HCPL in the GBC community room on Saturday (9/17) from 2pm to 5pm.

2022 Board Department updates

- September – Summer Reading (Cathy Riley)
- October – Marketing (Kyle Turpin)
- November – Technical Services (Terri Gorden)
- December – Information Technology (Steve Jones)

2022 Board Committee Meetings

- September - Facilities Committee (Capital Improvement Plan – TJ)
- October – Finance Committee (Health Insurance – Cindi)
- November – Executive Session (Director's Evaluation)
- December – Executive Session (Director's Evaluation)

2022 Board Committees

- Executive (Tom, Libby & Lori)
- Finance (Lori, Zach & Tom)
- Facilities (Zach, Michelle & Fred)
- Outreach (Fred, Michelle, Jeannie)

Other

None

New Business

Youth Department/Summer Reading Recap (Cathy Riley)

Youth Services Manager Cathy Riley briefed the Library Board of Trustees on SRC participation for 2022 as well as SRC programming and sponsors for 2022.

HVAC Maintenance Contract (TJ Reguli)

Facilities Manager TJ Reguli reported that the current HVAC maintenance contract was due to sunset on 9/1/2022. After receiving quotes from three different HVAC contractors TJ recommended to the Library Board of Trustees that the library retain Leach and Russell under a 1-year contract. Fred Fox **moved to accept the bid by Leach and Russell for a 1-year HVAC maintenance contract.** This was seconded by Zach Schoerer. Vote was taken and the motion carried.

Other

None

Old Business

Facilities Committee Meeting Update

TJ Reguli briefed the Library Board of Trustees on work done on the sidewalks near the handicap parking spots closest to the building to level out the sidewalk and eliminate any trip hazards as well as extend the life of the concrete in that area.

Strategic Plan Session (September 14 – 5-7pm)

- Board – Meeting with Mike Bensi on 9/14 (5 to 7pm)
- At the main library in GBC Community Room B

Other

Adjourn

Fred Fox moved to adjourn the meeting at 7:48pm. This was seconded by Zach Schroer

Respectfully submitted,
Jeanette A. Sherfield, Recording Secretary



Thomas N. Seng, President



Lori Elmore, Secretary