

Wabash Carnegie Public Library Board of Trustees

Meeting of Tuesday, August 20, 2024

5:30 p.m.

Falls Cemetery Chapel

725 Falls Ave, Wabash, IN 46992

Wabash Carnegie Public Library Board of Trustees met in a regular session at 5:30 p.m. on Tuesday, August 20, 2024. The meeting was at the Falls Cemetery Chapel, 725 Falls Ave, Wabash, IN, 46992. Notice was posted of this meeting pursuant to Indiana Code Sec. 5-14-1.5-5(a)(b). Members present were Bill Benysh, presiding; Rhonda Hipskind, Jim Widner, Jeff Knee, Susan Baker, Charles Miller, and Mary Jo McClelland. Jon Gaskill, Director, and Rachel Castle, Community Outreach and Construction Manager, were present.

CALL TO ORDER

Bill Benysh called the meeting to order at 5:30 p.m.

CONSENSUS AGENDA

Action: Charles Miller moved and Jim Widner seconded the motion to accept the Consensus Agenda. Motion passed.

PRESIDENT'S REPORT

Bill Benysh asked for a board motion to add Jon Gaskill as a signer on the library financial accounts.

Action: Jim Widner moved and Rhonda Hipskind seconded the motion to add Jon Gaskill as a signer on all financial accounts.

COMMITTEE REPORT

Mary Jo McClelland reported that there is nothing new to report from the Park Board. Turf needs to be installed around the new playground equipment. There are still discussions of a pickleball court and a splash pad at the city park, but no decisions have been made.

OLD BUSINESS

Security Camera Quotes

Rachel presented to the board a quote from G6 for new security cameras throughout the finished library building. The bid was just over \$60,000. The library has already received a quote from Cottage Watchman at around \$43,000. Jon suggested that the library reach out to Intrasect Technologies for one more quote before the board makes a decision on this matter.

Summer Reading Update

Rachel presented the board with the annual Summer Reading Wrap Up report, highlighting especially an increase in circulation during the months of June and July, the highest circulation numbers since 2019. She also reported that this was the first year that every member of the staff participated in the program, as well and credited them with making this year's program successful in the midst of limited space and collection.

NEW BUSINESS

New Hires

Jon reported that Laura Beutler has hired two new student assistants to work evenings in the Youth Services Department. He asked the board to approve the hires of Alison McCoart and Lily Jacobs.

Action: Charles Miller moved and Susan Baker seconded the motion to approve the hire of Alison McCoart and Lily Jacobs as Student Assistants.

Construction Presentation

Jon reported that the library has received a quote from Jeff Trier at Hamilton Hunter for additional grading and drainage work needed in the library's west yard. The plan involves removing the concrete in the alley, grading the property, installing new drainage and a concrete curb to divert water away from the building, and adding additional diagonal parking spaces on Hill Street. The quote received for total work was \$52,021.70 and Jon explained that this amount could be paid from the money earmarked to be transferred later this year from LIRF to the Operating Fund. He also explained that the library would need two more quotes on a project totaling over \$50,000. Jeff Knee asked if there were other outstanding items that still needed to be paid from LIRF. The board previously approved paying the remainder of the new furniture total from LIRF but there is enough in that fund to pay for both projects. The board also asked if the project could be done in more than one phase in order to bring costs down. Rachel reported that she had inquired about bringing the total below \$50,000 and is awaiting a response.

Jon proposed the approval of a \$50,000 spending limit in order avoid further delays and stated that he and Rachel will work with Hamilton Hunter to bring costs of the project below that number.

Action: Charles Miller moved and Rhonda Hipskind seconded, to approve spending up to \$50,000 for the grading and drainage project in library's side yard. Motion passed.

DIRECTOR'S REPORT

Jon thanked the staff and board for their warm welcome and the help he has received in beginning his position as Executive Director. He reported that he has met many library patrons and members of the business community and looks forward to meeting more.

He reported that he is working on the new budget and, due to the timing of this transition in leadership, the process is slightly delayed from past years. He is working through the process now and is on track to have everything submitted on time.

Jon also shared the results of the most recent audit of the library by the State Board of Accounts. It went very well and Jon thanked Rachel and Amy for their work in the audit process.

Rhonda asked if Jon was a notary. He is not currently but is willing to become a notary. He reported that Peighton King, Adult Services Manager, has expressed an interested in becoming a notary, as well.

OTHER

Mary Jo requested a change in date for the October board meeting, as it falls during the schools' fall break. Jon reported that the budget will need to be approved at that meeting. Bill proposed moving the meeting to October 8, 2024.

Action: Jim Widner moved and Rhonda Hipskind seconded the motion to move the date of the October regular board meeting to October 8, 2024. Motion passed.

ADJOURNMENT

The meeting adjourned at 6:14 p.m.

Action: Charles Miller moved and Susan Baker seconded the motion to adjourn at 6:14 p.m. Motion passed.

Board of Trustees, Minutes, August 20, 2024

Presented to the Wabash Carnegie Public Library Board of Trustees, read in full and adopted on September 17, 2024.

 _____	 _____
 _____	 _____
 _____	_____
 _____	_____

ATTEST

Secretary, Library Board of Trustees