

Argos Public Library
Board of Trustees Regular Meeting
Wednesday, January 24, 2024
5:00 PM

The regular meeting of the Argos Public Library Board of Trustees was held on Wednesday, January 24, 2024 at the library. Notice had been given to all members of the Board and the Public in accordance with I.C. 5-14-1.5 and the rules of the board.

At 5:00 PM, President Melissa Spicer called the meeting to order.

Those present were:

Cheri Hoffer

Maria Jane Horvath

Karrie McCay

Alyssa Overmyer

Ron Rensberger

Melissa Spicer

Lucas Carter, Director

Absent:

Acknowledgement of Guests No guests were in attendance.

Minutes After a motion by Rob and a second by Cheri, the minutes of the December 18, 2023 executive session were unanimously approved. After a motion by Jane and a second by Rob, the minutes of the December 18, 2023 regular meeting were unanimously approved.

Claims There was a question regarding the length of the subscription for the "Rochester Sentinel." Lucas informed the board the subscription is for a year as well "The Plymouth Pilot." After a motion by Rob and a second by Jane, the claims for the end of the year, November 20 through December 31, 2023, were unanimously approved. There was a question regarding how many tablets were bought for the \$264. Lucas informed the board that the money was the rest of the grant money and believes it was 2 tablets for that amount. After a motion by Rob and a second by Cheri, the claims for January 1 through January 19, 2024, were unanimously approved.

Financial Report The end of the year financial report, November 20 through December 31, 2023 ended at \$213,933.57. After a motion by Cheri and a second by Jane, the Financial Report was unanimously approved. After a motion by Rob and a second by Alyssa, the financial report for January 1 through January 19, 2024, was unanimously approved.

Circulation Report See attachment. Everything is slow this time of year but overall we are up 21% from last year.

Librarian's Report The adult Christmas ornament program was very well attended. 148 new cards have been issued to patrons in 2023 with approximately over 1,200 active in the system. Lucas turned in updated asset information to Buckland & Associates, LLC for the Fixed Asset Report. The library received \$100 for 2nd place in the Business Christmas light display. Lucas informed the board Ted has requested 3-4 new computer modems due to being outdated and adding an adult computer to the kids section. Ted will recycle the old computers/modems. There was a question regarding early closing or late openings. Lucas watches the local closings to see what the other area businesses are doing. For changes in the hours, it is the director's discretion, for a change in meetings, the director reaches out to the board president.

Old Business

1. Full Time Programming Position-Ondraya has expressed interest in the position. She has 6 years' experience and will be offered \$37,000 plus a stipend for insurance. This position does not need to be posted per state. A motion was made to offer Ondraya the Full Time Programming position as Lucas outlined by Cheri and a second by Alyssa. The motion was approved unanimously.
2. Staff Update: Judy sent Lucas her resignation. He will be posting the open position on Friday.

New Business

1. Reorganization of Board – With Beverly resigning from the Board, a motion was made to move Alyssa Overmyer to the Treasurer Position and Maria Jane Horvath to the Vice-President Position. Cheri moved to accept the changes to the board as follows and a second by Karrie, the motion was unanimously approved. The board is now as follows:
 - President-Melissa Spicer
 - Vice President-Maria Jane Horvath
 - Secretary-Karrie McCay
 - Treasurer-Alyssa Overmyer
2. 2023 Budget Appropriation Transfers – Personal Services had adjustments from the Assistants' Salary to cover negative balances in Janitorial wages, PERF, and Group Insurance. This adjustment totaled around \$8097. Operating Supplies had adjustments made from Office supplies and Repair and Maintenance Supplies totaling around \$809. Under Other Services and Charges, \$149 was moved from utilities to cover the negative balance under Other Insurance. In Capital Outlays, \$97 was moved from Books to cover a negative balance under Furniture and Equipment.
3. Non-Resident Fee – After a motion made by Rob to keep the non-resident fee at \$50 and a second by Cheri, the motion was unanimously approved.

4. Fixed-Asset Report – Lucas advised the report has been completed and sent to Dan Buckland with \$150 charged for services.
5. Annual Report – Lucas advised the report has been started and is a work in progress. The report is due in March.
6. Other Business – There was discussion about the State requiring the budget be sent to County Council for approval.
May 4, 2024 will be the Friends of the Library Plant and Bake Sale.

Adjournment The meeting was adjourned at 6:16 PM.

Karrie McCay, Secretary