

Argos Public Library
Board of Trustees Regular Meeting
Monday, April 17, 2023
5:00 PM

The regular meeting of the Argos Public Library Board of Trustees was held on Monday, April 17, 2023 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 5:05 PM, President Ron Rensberger called the meeting to order.

Those present were:

Beverly Barrett
Cheri Hoffer
Maria Jane Horvath
Karrie McCay
Alyssa Overmyer
Ron Rensberger
Melissa Spicer
Lucas Carter, Director

Absent:

Minutes After a motion by Jane and a second by Cheri, the minutes of the regular session held on March 20, 2023 were unanimously approved.

Claims After a motion by Cheri and a second by Karrie, the claims were unanimously approved.

Financial Report The Gift Fund shows a \$1,000 donation from the Friends of the Library to purchase furniture for the teens' space. After a motion by Beverly and a second by Cheri, the Financial Report was unanimously approved.

Circulation Report See attachment.

Librarian's Report There is a focus on adding new materials and weeding out older materials for book sales. Wowbrary subscription was activated and the new library cards are in. National Library Week is the last week of April and Employee Appreciation is April 25th.

Old Business

1. Update on Investments: The \$50,000 CD matured on April 6, 2023. The \$100,000 CD will mature on May 15, 2023.
2. Circulation Policy
 - A. Card Requirements: After a motion by Cheri and a second by Karrie, it was unanimously approved to remove the requirement that patrons

requesting a library card provide a bill to show proof of residence unless their driver's license has an incorrect address and the mailing of new library cards.

- B. Non-Cardholder Computer Use: After a motion by Cheri and a second by Alyssa, it was unanimously approved to eliminate the Computer Use Policy for minors.
 - C. Things to Know About Your Library Card: After a motion by Jane and a second by Melissa, it was unanimously approved to change the check out time for DVDs from 3 days to 7 days.
 - C. Fines and Fees Resolution: After a motion by Alyssa and a second by Cheri, it was unanimously approved to move to a fine free status. Fines will no longer be charged for overdue materials.
3. Long Range Plan: A planning committee will need to be put into place to create a long range plan for the library. A Facebook post is planned to seek interested community members to be a part of the committee.
 4. Non-Printed Materials Resolution: After a motion by Karrie and a second by Jane, a resolution was passed to transfer \$4,000 from 3.1 Professional Services to 4.42 Non-Printed Materials.

New Business

1. DVD Policy: After a motion by Beverly and a second by Jane it was unanimously approved to remove the DVD Application Form, change the loan period to 7 days and remove the section on fines from the DVD Policy.
2. Internet Policy: After a motion by Melissa and a second by Jane, it was unanimously approved to remove the Computer and Internet User Agreement form and all written permission/written consent language from the Internet Acceptable Use and Safety Policy.
3. Issuing and Reissuing Patron Library Cards Policy: No action taken.
4. Checking in Policy: No action taken.
5. July Board Meeting: The July Board Meeting will be moved to July 24, 2023.
6. Asset Removal: After a motion by Beverly and second by Cheri, it was unanimously approved to remove and dispose of asset #390, refrigerator.
7. Staff Update: Judy is settling in well and Michelle continues to recover from her injury.
8. Parking: Discussion was held regarding parking by staff in front of the library. Staff will try to leave spots open for patrons.
9. Bank Account: After a motion by Beverly and a second by Cheri, it was unanimously approved to replace former director Jane Hall with current director Lucas Carter on all accounts at 1st Source Bank.
10. Summer Reading Program: Cheri on behalf of the Friends of the Library will be soliciting funds for the Summer Reading Program.

Adjournment The meeting stood adjourned at 6:57 PM.

Melissa Spicer, Secretary