

Argos Public Library
Board of Trustees Executive Session
Monday, December 18, 2023
4:30 PM

The executive session of the Argos Public Library Board of Trustees was held on Monday, December 18, 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 4:32 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

Absent:

Staff Evaluation The board met to discuss our yearly evaluation of the library director.

Adjournment The meeting was adjourned at 5:08 PM.

Melissa Spicer, Secretary

Argos Public Library
Board of Trustees Regular Meeting
Monday, December 18, 2023
5:00 PM

The regular meeting of the Argos Public Library Board of Trustees was held on Monday, December 18, 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 5:09 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:

Acknowledgement of Guests No guests were in attendance.

Minutes After a motion by Beverly and a second by Alyssa, the minutes of the November 20, 2023 regular meeting were unanimously approved. After a motion by Karrie and a second by Beverly, the minutes of the December 11, 2023 executive session were unanimously approved.

Claims A question was asked about the playaway products that are available for check out. Lucas informed the board the playaways can only be checked out for one week with no renewal. There is a \$100 charge if the playaway is broken. After a motion by Beverly and a second by Alyssa, the claims were unanimously approved.

Financial Report After a motion by Alyssa and a second by Karrie, the Financial Report was unanimously approved.

Circulation Report See attachment. Romance has been added as a material type to the circulation report.

Librarian's Report The plate decorating program was very well attended. 137 new cards have been issued to patrons in 2023. Laura and Meghan put together New Card Welcome packets to be handed out when someone gets a new card. Lucas was approached about the possibility of the library purchasing the adjoining building. Lucas

will be turning in updated asset information to Buckland & Associates, LLC for the Fixed Asset Report.

Old Business

1. Long Range Plan Adoption: After a motion by Melissa and a second by Alyssa, it was unanimously approved to adopt the long range plan. The plan will now be sent to the state.

New Business

1. Reorganization of Board - New Officers: After a motion by Jane and a second by Cheri, the following officers were unanimously approved.
President: Melissa Spicer
Vice President: Alyssa Overmyer
Secretary: Karrie McCay
Treasurer: Beverly Barrett
2. Date, Time, and Place of 2024 Board Meetings: After a motion by Cheri and a second by Jane, it was unanimously approved to hold board meetings on the third Monday of each month at 5:00 PM at the library.
3. 2024 Salary Schedule: After a motion by Alyssa and a second by Cheri, it was unanimously approved to set the salaries as presented with the exception being the part time library clerks who will all be moved to \$13 per hour.
4. 2024 Holiday Schedule: After a motion by Alyssa and a second by Jane, it was unanimously approved that the library will be closed on the following holidays: New Years Day, Good Friday, Memorial Day, 4th of July, Labor Day, Veterans Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve, and Christmas Day. The library will close at 2:00 on New Years Eve.
5. New Library Hours: After a motion by Jane and a second by Alyssa, it was unanimously approved that beginning January 2, 2024 the library hours will be 10:00 AM - 6:00 PM Monday through Friday and 10:00 AM - 2:00 PM on Saturday.
6. Road Construction Plans: The plans are on display at the library.
7. Full Time Position: The full time position will be on the agenda for the January meeting. Lucas did clarify to the board that he will be conducting the interviews.

Adjournment The meeting was adjourned at 6:17 PM.

Melissa Spicer, Secretary