

**Argos Public Library**  
**Board of Trustees Regular Meeting**  
**Monday, January 16, 2023**  
**5:00 PM**

The regular meeting of the Argos Public Library Board of Trustees was held on Monday, January 16, 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 5:03 PM, President Ron Rensberger called the meeting to order.

Those present were:

Beverly Barrett  
Cheri Hoffer  
Maria Jane Horvath  
Alyssa Overmyer  
Ron Rensberger  
Melissa Spicer  
Jane Hall, Director

Absent:

**Minutes** After a motion by Maria and a second by Cheri, the minutes of December 19, 2022, January 4, 10, and 11, 2023 were unanimously approved.

**Claims** After a motion by Cheri and a second by Melissa, the claims from December 17-31, 2022 and January 1-13, 2023 were unanimously approved.

**Financial Report** After a motion by Cheri and a second by Beverly, the Financial Reports from December 17-31, 2022 and January 1-13, 2023 were unanimously approved.

**Circulation Report** See attachment.

**Librarian's Report** Jane closed out 2022 with AVC and mailed W-2, W-3, 1099 and 1096 forms. 2022 figures were sent to Dan Buckland so the Depreciation Schedule can be updated. Beverly has submitted the 100 R report. Year end submissions for Gateway are nearly finished.

**Old Business**

1. Board Member Update: No one has been found to fill the opening on the board.
2. Audit Update: Jane needed to resubmit a bank statement and cleared up a question about whether or not the library uses a clearing account.

**New Business**

1. Director Position: After a motion by Cheri and a second by Maria, it was unanimously approved to offer the director position to Lucas Carter with a salary of \$48,000, \$3,500 insurance stipend, PERF, and other benefits. After a motion by Cheri and a second by Alyssa, it was unanimously approved that if Lucas Carter turns down the position, the director position will then be offered to Chasity Taylor with the same salary and benefits.
2. 2022 Budget Transfers: After a motion by Cheri and a second by Melissa, it was unanimously approved to transfer \$500 from 3.1 Professional Services to 3.12 Ebook Services, \$3,295 from 1.2 Assistants Salary to 1.1 Librarian Salary, and \$995 from 3.5 Utilities to 3.41 Other Insurance.
3. Internal Temporary Cash Loan: After a motion by Melissa and a second by Cheri, it was unanimously approved to pass a resolution to temporarily transfer funds from the Operating Fund to the State Technology Fund Grant Fund.
4. 2023 Investments: The library placed \$50,100 in a 30 day CD and \$134,900 in a 60 day CD at Lake City Bank.
5. Reduction of Salary: Due to health issues, Megan has not been doing her regular cleaning duties. After a motion by Beverly and a second by Cheri, it was unanimously approved to lower Megan's salary to \$12 per hour unless she continues her cleaning duties.
6. Salary Ordinance: After a motion by Beverly and a second by Cheri, it was unanimously approved to adopt the salary ordinance for 2023.

**Adjournment** The meeting stood adjourned at 5:43 PM.

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Melissa Spicer, Secretary