

**BOARD OF TRUSTEES
HUSSEY-MAYFIELD MEMORIAL PUBLIC LIBRARY
MINUTES
REGULAR MEETING
July 16, 2009**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held July 16, 2009, and called to order at 7:47 p.m. All members of the Board of Trustees were present except Jeff Rolland and Sandy Sifferlin. Martha Catt, Director; Assistant Directors Mary Rueff and Richard Deuschle, and Cathy Hurst, Board Assistant were also present. LeeAnn Biggs, President, presided.

Secretary's Report

Minutes of June 18, 2009 Regular Meeting

Upon motion duly made by Josh Minkler, seconded by Bea Edwards, and being unanimously approved, the minutes of the regular meeting with addenda held on June 18, 2009 were adopted.

Treasurer's Report

July Claims

Upon motion duly made by Monty Korte, seconded by Gayle Cox, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for July 2009, as reviewed and approved by the Library Director, audited by the Assistant Library Director and approved for payment by the Treasurer.

Fiscal Year 2010 Budget

Upon motion duly made by Monty Korte, seconded by Gayle Cox, and being unanimously adopted, the Board authorized the Library managers to advertise the fiscal year 2010 budget as reviewed by the Finance Committee and the Indiana Department of Local Government Finance.

The DLGF changed the budget calendar following the end of the special session in June 2009. The new calendar dates for the Library include:

July 23	DLGF Review budget
July 29, Aug 5	Ad runs in ZTS
Aug 20	Submit budget to County Council
Sep 17	Library Board conducts public hearing
By 9/30/09	County Council reviews proposed tax rates, levies and budget for Library
Oct 15	Library Board adopts budget
Oct 16	Library delivers budget to Auditor

Bea Edwards has invited the new appointment to the Boone County Council who represents Eagle Township to review the budget with the Library Board immediately prior to the Board's August 20 meeting between 7 and 7:30 p.m. The new council member is Mr. Gene Thompson.

Capital Assets / Capitalization Policy

Upon motion duly made by Monty Korte, seconded by Bea Edwards, and being unanimously adopted, the Board resolved to adopt columns 4 and 5 on Exhibit A as the current capitalization threshold policy for single and group purchases. Further that this updated policy be made a part of the Purchasing Policy effective August 1, 2009.

Purchase of Computer Equipment

Upon motion duly made by Monty Korte, seconded by Gayle Cox, and being unanimously adopted, the Board authorized the purchase of 40 computers, 40 flat screens and two laptops from CDW-G at a cost not to exceed \$30,000.

President's Report

Meeting with Area Officials

President LeeAnn Biggs will attend the August 25 meeting at 7:30 a.m. at the Superintendent's office. This is the beginning of the new quarterly meeting format. Any other Board members are welcome to attend.

Internet Policy

Upon motion duly made by Josh Minkler, seconded by Bea Edwards, and being unanimously adopted, the Library Board resolved to adopt the updated Internet Policy as presented by the Management Staff effective August 1, 2009.

Claim

Upon motion duly made by Josh Minkler, seconded by Monty Korte, and being unanimously adopted, the Library Board rejects the claim presented by Neal F. Eggeson, Haskin & LaRue, LLP, 255 North Alabama Street, 2nd floor, Indianapolis, IN 46204 on or about June 11, 2009.

Circulation Staff Position

Upon motion duly made by Gayle Cox, seconded by Bea Edwards, and being unanimously adopted, the Library Board approved an additional part time position at Grade 12, Specialist 1, Circulation Clerk. Further that the total staff at this Grade will increase from 7 to 8 working a combined total of 185 hours per week in Circulation Services.

Managers' Report

2009 Summer Reading Update

Mary Rueff compared the numbers for each of the Library's Summer Reading Programs for 2009 through week six with the final 2008 numbers:

Youth 2009 through week six: 1,376 registered; 25,590 hours read
Youth final numbers for 2008: 1,337 registered; 45,085 hours read
Teen 2009 through week six: 627 registered; 1,180,307 pages read
Teen final numbers for 2008: 608 registered; 1,787,539 pages read
Adult 2009 through week six: 462 registered; 1,563 books read

Adult final numbers for 2008: 601 registered; 3,742 books read
Second Quarter 2009
Report based on
Strategic Plan, 2007-2008

The Board approved of the new format on the narrative reports prepared by the management staff. Each department report has been consolidated to one page or less. Mary will present the goals and objectives progress following the fourth quarter of 2009.

Building Maintenance Issues

Rick Deuschle brought the Board up to date on the following maintenance projects that will be performed in the near future: landscaping and lawn maintenance; gutter cleaning and repair, and North stairway lighting fixture replacement. No motion was required.

He also informed the Board that a recurring problem which was causing Evergreen to run slowly has been fixed and that the system is now performing as expected.

Adjournment

Upon motion duly made by Gayle Cox, seconded by Monty Korte and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 9:02 p.m.

Josh Minkler, Secretary

July 2009 Library Board: LeeAnn Biggs, Jeff Rolland, Monty Korte, Bea Edwards, Josh Minkler, Gayle Cox, and Sandy Sifferlen.