

**BOARD OF TRUSTEES
HUSSEY-MAYFIELD MEMORIAL PUBLIC LIBRARY
MINUTES
REGULAR MEETING
September 16, 2010**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held September 16, 2010, and called to order at 7:34 p.m. All members of the Board of Trustees were present except Jeff Rolland. Also present were Executive Director Jake Speer, Associate Directors Mary Rueff and Rick Deuschle, and Cathy Hurst, Board Assistant. LeeAnn Biggs, President, presided.

Secretary's Report

Minutes of August 19, 2010 Regular Meeting and Executive Session

Upon motion duly made by Josh Minkler, seconded by Gayle Cox, and being unanimously approved, minutes of the regular meeting and the executive session held on August 19, 2010 were adopted.

Treasurer's Report

September Claims

Upon motion duly made by Monty Korte, seconded by Sandy Sifferlen and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for September 2010, as reviewed and approved by the Executive Director and audited by the Assistant Library Director and approved for payment by the Treasurer.

2011 E-rate

Upon motion duly made by Monty Korte, seconded by Bea Edwards, and being unanimously adopted, the Board of Trustees resolved to direct the Board President to sign Form 479 and authorization form for filing E-rate on behalf of the Hussey-Mayfield Memorial Public Library.

Upon motion duly made by Monty Korte, seconded by Bea Edwards, and being unanimously adopted, the Board of Trustees approved the following resolution:

Whereas, the Hussey-Mayfield Memorial Public Library Board of Trustees desires the Library to be part of the Indiana State library Consortium for Public Library Internet Access; and Whereas, the Hussey-Mayfield Memorial Public Library Board of Trustees agrees to follow all the rules of being part of the Indiana State Library Consortium for Public Library Internet Access including:

- 1. Filters all Computers and receives the e-rate discount on vendor invoices. If Library chooses not to filter, they can be in the consortium and not receive e-rate discount, but may be eligible for reimbursement from State Technology Grant Fund.*
- 2. Include total cost of non e-rate services in one or more fund budgets.*

3. *Assume financial responsibility for non-e-rate portion that may not be covered by State Technology Grant Fund.*
4. *Work with AdTec in the filing of all forms, except Form 470 with Schools & Libraries Division.*

Therefore, the Hussey-Mayfield Memorial Public Library Board of Trustees passes this resolution at this meeting and agrees to all the terms of the Indiana State Library Consortium for Public Library Internet Access.

Committee Reports

IT Committee

Upon motion duly made by Bea Edwards, seconded by Monty Korte, and being unanimously adopted, the Board of Trustees resolved to adopt the updated Library Technology Plan with amended grammatical changes for July 1, 2011 – June 30, 2012.

Upon motion duly made by Bea Edwards, seconded by Gayle Cox, and being unanimously adopted, the Board of Trustees authorized the purchase of Microsoft Office 2010 for the Library's computers not to exceed \$7,000.

President's Report

Meeting with Area Officials

The Boone County area officials will meet on September 21 at the Hussey-Mayfield Memorial Public Library in the Lora Hussey Room at 7:30 a.m. All Board members are invited to attend.

Director's Report

Statistics

In August, the Library had record circulation for the month with 42,909 items circulated. The August door count was 23, 957, which is also a record for the month. The number of registered Library customers continues to grow steadily with 191 new cards issued in August, bringing the total to 16,693.

Staff Training Day

Mary Rueff provided the Board with a tentative agenda for the Staff Training Day to be held on Friday, October 15, 2010. The Library will be closed that day per a motion passed at the July 15 Board meeting. There will be several informative presentations to the staff included an opportunity to earn two general LEU's. A grant from the Library Foundation will cover the cost of a catered lunch for the staff.

Friends of the Library

The Friends meeting was held yesterday, September 15, and the Friends approved staff requested grants totaling \$3,813.36. The next Book Sale will be held on October 1, 2 and 3rd.

Building Update and Security Gates

The security gates are sounding inconsistently and a representative from Sentry came to the Library on September 3. Some adjustments were made as well as a recommendation that we purchase devices to ensure steady power to the check out stations. Due to the town's power grid, the building does not receive steady power. These devices have been purchased and will be installed as soon as they are received.

Limestone repair work needs to be done and the masonry company who repaired the columns at the front entrance will be coming out to give us a quote.

The sprinkler system is scheduled for winterization.

Evergreen Indiana Update

The last piece of equipment on the second order on the LSTA grant has been received and paid from the Library's Undesignated Fund. The Library will submit the final bills to the State Library tomorrow for reimbursement.

A group from Pennsylvania met with Rick and they were impressed with Evergreen Indiana. They expressed interest in following our lead with Evergreen.

Other Matters

LeeAnn Biggs asked the Board to start looking at their calendars for January 2011 for a possible mini-retreat covering evaluation and enrichment for the Board and Library Directors. It would most likely be held from 9 a.m. until noon.

Jake Speer visited Worth Township and gave them an overview of the proposed county-wide library service. He will also attend their next meeting on October 13 to answer any questions.

Adjournment

Upon motion duly made by Gayle Cox, seconded by Sandy Sifferlen and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 8:17 p.m.

Josh Minkler, Secretary

September 2010 Library Board: LeeAnn Biggs, Jeff Rolland, Monty Korte, Bea Edwards, Josh Minkler, Gayle Cox and Sandy Sifferlen