

**BOARD OF TRUSTEES
HUSSEY-MAYFIELD MEMORIAL PUBLIC LIBRARY
MINUTES
REGULAR MEETING
May 19, 2011**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held May 19, 2011, and called to order at 7:30 p.m. All members of the Board of Trustees were present except Gayle Cox. Jacob Speer, Executive Director; Assistant Director Mary Rueff and Cathy Hurst, Board Assistant were also present. Two Zionsville Community High School students were in attendance. LeeAnn Biggs, President, presided.

Secretary's Report

Minutes of April 21, 2011 Regular Board Meeting

Upon motion duly made by Sandy Sifferlen, seconded by Bea Edwards, and being unanimously approved, the minutes of the regular meeting held on April 21, 2011 were adopted.

Treasurer's Report

May Claims

Upon motion duly made by Monty Korte, seconded by Jeff Rolland and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for May 2011, as reviewed and approved by the Library Director, audited by the Assistant Library Director and approved for payment by the Treasurer.

Loan from Undesignated Fund

Upon motion duly made by Monty Korte, seconded by Sandy Sifferlen and being unanimously adopted, the Board of Trustees authorized the borrowing of up to \$40,000 from the Undesignated Fund for the Operating Fund dependent on when the June draw of the property and excise tax arrives from the County Auditor.

If it is necessary to borrow from the Undesignated Fund, the funds will be transferred back at the July Board meeting.

Annual Service Reviews – 2010

Executive Director Jake Speer reported on the highlights of the Administration Department in 2010. He gave an overview of the statistics from last year and also the major events that occurred last year.

President's Report

Meeting with Area Officials

Jake Speer attended the May meeting at the Lebanon Courthouse. The next meeting will be held June 21, 2011 at 7:30 a.m. The location is to be determined.

Committee Reports

Personnel Committee

Upon motion duly made by Sandy Sifferlen, seconded by Josh Minkler and being unanimously adopted, the Board of Trustees resolved to authorize the Executive Director to approve a contract with the same level of benefits through Anthem at an annual premium increase of up to 9.6 percent for the contract year, July 1, 2011 through June 30, 2012.

The Board suggested that a second opinion be sought on rates to see if the rates quoted by Anthem are in line with trends in insurance.

Managers' Report

Statistics

OverDrive statistics have been added to the circulation numbers retroactively to the beginning of 2011. They are added to Adult Books category at this time.

Library Service Responses for the Strategic Plan

Upon motion duly made by Josh Minkler, seconded by Sandy Sifferlen and being unanimously adopted, the Board of Trustees resolved that the following service responses will be the focus of the Library's 2012-2015 Strategic Plan:

*Create Young Readers: Early Literacy;
Satisfy Curiosity: Life Long Learning, and
Connect to the Online World: Public Internet Access*

Boone County Nonresident Project

Upon motion duly made by Sandy Sifferlen, seconded by Jeff Rolland and being unanimously adopted, the Board of Trustees resolved to extend the nonresident contracts with Clinton, Marion and Worth townships to May 31, 2012.

Indiana Library Federation District 4

Jake Speer and LeeAnn Biggs will be attending the District 4 Conference tomorrow, May 20, 2011.

2011 First Quarter Narrative Reports

The management staff's first quarter reports are attached.

Fall Festival Parade

Upon motion duly made by Sandy Sifferlen, seconded by Josh Minkler and being unanimously adopted, the Board of Trustees authorized the Director to delay opening the Library on Saturday, September 10, 2011 until noon so staff may participate in the Fall Festival Parade.

Other Matters

The Director reported that the Library is looking at trading in the three leased copiers for new models. This will save the Library approximately \$100 per month. We are also investigating the possibility of consolidating the desktop printers we own so that we have less toner to purchase and more efficient machines.

Mary Rueff reported that she and Virginia Hilbert attended a workshop through OCLC called GEEK the Library. This is a pilot program through a Gates Grant for a campaign to increase public awareness of public libraries in communities. By attending this program, our library will receive \$5,000-\$10,000.

Adjournment

Upon motion duly made by Josh Minkler, seconded by Bea Edwards and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 8:30 p.m.

Sandy Sifferlen, Secretary

May 2011 Library Board: LeeAnn Biggs, Jeff Rolland, Monty Korte, Bea Edwards, Josh Minkler, Gayle Cox and Sandy Sifferlen