

**BOARD OF TRUSTEES
HUSSEY-MAYFIELD MEMORIAL PUBLIC LIBRARY
MINUTES
REGULAR MEETING
June 16, 2011**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held June 16, 2011, and called to order at 7:30 p.m. All members of the Board of Trustees were present except Josh Minkler, Sandy Sifferlin and Bea Edwards. Also present were Director Jake Speer and Phyllis Robinson, Library Bookkeeper. LeeAnn Biggs, President, presided.

Public Hearing

Library's Internet Use Policy

President LeeAnn Biggs opened the meeting for public comment on the Internet Policy. There being no public comment, the public hearing was closed at 7:31.

Secretary's Report

Minutes of May 19, 2011 Regular Meeting

Upon motion duly made by Gayle Cox, seconded by Jeff Rolland, and being unanimously approved, minutes of the regular meeting held on May 19, 2011 were adopted.

Treasurer's Report

June 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 June 2011, as reviewed, audited and approved by the Library Director and audited by the Assistant Library Director and approved for payment by the Treasurer.

Semi-Annual Lease Payment

Upon motion duly made by Monty Korte, seconded by Jeff Rolland, and being unanimously approved, the Board of Trustees authorized and directed the semi-annual payment of the lease on June 30, 2011 in the amount of \$141,000 [2002 Bond Refinance of 1993 Bonds] plus \$127,500 [2004 Bonds] for a combined total of \$268,500.

Further the Board authorized the borrowing of up to \$95,000 from the Undesignated Fund in order to make the Lease Rental payment by June 30, 2011 **if the June draw of the property and excise tax does not arrive from the County Auditor prior to June 30, 2011.**

2011 Budget Calendar

Upon motion duly made by Gayle Cox, seconded by Monty Korte and being unanimously approved, the Board of Trustees approved the tentative dates for the 2012 Budget Processing Calendar,

beginning July 14, 2011 and ending October 21, 2011 to complete the 2012 budget approval, review and submission process.

The Finance/Budget/Insurance Committee will meet on Thursday, July 14, 2011 at 7:00 p.m. to discuss budget related issues.

Non-Resident Fees

Upon motion duly made by Monty Korte, seconded by Gayle Cox and being unanimously approved, the Board of Trustees approved the following motion:

Whereas, IC 36-12-2-25 requires that an individual non-resident fee be established, the members of the Library Board do resolve to establish the non-resident fee at \$122 for an individual non-resident card and \$122 for a family non-resident card, effective July 1, 2011.

Be it further resolved that these fees will remain in effect until such time that the Library Board passes another fee resolution.

Committee Reports

Policy Committee

Upon motion duly made by Gayle Cox, seconded by Jeff Rolland and being unanimously adopted, the Board of Trustees resolved that the Library Board held a public hearing that was duly noticed on June 8, 2011 for a hearing that was held at 7:30 p.m. on June 16,, 2011

Further, that the Board adopts the updated Internet Policy as presented by the Policy Committee.

Upon motion duly made by Monty Korte, seconded by Gayle Cox and being unanimously adopted, the Board of Trustees resolved to renew the following policies as written:

Access to Public Records

Purchasing

Promotion of Library Programs and Services

Media

President's Report

Meeting with Area Officials

The Boone County Leaders Meeting will be held on June 21, 2011 at 7:30 a.m. at the Zionsville Community Schools Administration Office.

Managers' Report

2011 Summer Reading Update

Summer reading registration began on Thursday, June 7. Jake Speer reported that through today's date, 174 adults had read 134.5 books. The Teen Department has registered 331 readers and they have read 115,923 pages. In the Youth Department, 272 children have registered and have read 1,140 hours.

Staff Training Day

The administration is planning a staff training day that will focus on the Strategic Plan. Paul Conrad will do the staff training.

Upon motion duly made by Gayle Cox, seconded by Jeff Rolland and being unanimously approved, the Board of Trustees authorized the closing of the Library on Friday, October 21 or on Friday, October 28 for a staff training day.

Administration will make a final decision on the day the library will be closed for staff training.

Statistics

The Library circulated 35,762 items in May, including 453 electronic and audio books from the OverDrive collection. The May door count increased by 896 over the same period of time in 2010.

Other Matters

The May Friends' Sale was held May 22 and 23 and netted approximately \$2,200. The next sale will be held the first weekend in October.

The proposed health insurance increase for 2011-2012 was decreased from 9.6% to 3.75%.

Adjournment

Upon motion duly made by Gayle Cox, seconded by Jeff Rolland and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 7:55 p.m.

Gayle Cox, Assistant Secretary

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