

The Monticello-Union Township Public Library Board of Trustees  
will meet Monday, April 10, at 5 pm in the library.

**April 2023 Board of Trustees  
Agenda**

<b>Call to Order</b>	<b>President Action</b>
<b>Approval of Agenda</b>	<b>President Action</b>
Approval of Minutes	<b>President Action</b>
<b>Business and Finance</b>	
Treasurer Report/March claims	<b>President Action</b>
<b>Director's Report</b>	
<b>Old Business</b>	
Lancer & Associates Assessment	Discussion
<b>New Business</b>	
Honey Creek Township Contract	Discussion Action
Cancellation of Outstanding Checks	Discussion Action
Scheduling November Board Meeting	Discussion Action
2023 Broadway Art Show Profits	Discussion Action
<b>President's Comments</b>	
Comments from Staff/Public	
Adjournment	

The next regular board meeting will be held on  
Monday, May 8, 2023, at 5 pm, in the library

**The Monticello Union Township Public Library Board of Trustees met in regular session in the library program room on Monday, March 13, 2023, at 5 p.m.** Present were Director Candace Wells, Treasurer/Bookkeeper Sharon Bail, and trustees Tom Fletcher, Tom Herman, Jamie McKean, Jo Piatt, and Emily Thacker. Board president Don Osten and trustee Teresa Puterbaugh were absent.

**Call to Order/Approval of Agenda** – Vice President Jo Piatt called the meeting to order at 5 p.m. The agenda was then approved as moved by Emily Thacker and seconded by Jamie McKean.

**Approval of the Minutes** – The minutes of the February 13, 2023, meeting were approved as presented as moved by Tom Fletcher and seconded by Jamie.

**Business & Finance: Treasurer Report/Claims** – Treasurer/Bookkeeper Sharon Bail noted our current Operating Fund balance and February LIT shares. She also reported that the 2022 Gateway Annual Financial Report was submitted to the Indiana State Board of Accounts on 2/16/23. Candace added that she and Sharon are looking into Indiana Library Federation (ILF) benefits to see if they are worth the cost as we consider whether or not to renew our membership. After reviewing claims from 2/1/23 to 2/28/23, Emily moved and Tom Fletcher seconded approving the financial report and February claims, and the motion carried.

**Director's Report** – Candace shared that the library has been increasingly busy with traffic up overall, even on Saturdays. She then briefly highlighted the reports of our managers before summarizing her Director's report.

- **Meetings & Workshops** – Candace attended or met with the following in February: 1) ILF Advocacy Meetings to discuss the upcoming Statehouse Day and the bills being introduced in the Senate and House that would affect libraries. 2) Statehouse Day to meet with our district's legislators to discuss Senate Bill 12 and House Bill 1130 which would affect libraries. 3) White County United Way Homelessness Forum (w/Scott Miller) to discuss the homeless situation in our community. 4) Meeting at Jasper County Public Library Demotte Branch (w/Tammy Criminger) to discuss the Storywalk project which they hope to bring to our community. She and Tammy will meet with Monticello Parks Superintendent Mitch Billue about a possible park site for this. 5) White County United Way Childcare Forum (w/Tammy Criminger) to form a coalition to help childcare facilities and to inform them of the READ! funds available for our area.
- **Building & Grounds** – Bouma Betten Company began the demolition of the exterior stucco ceiling but stopped after discovering that there have been leaks through the roof resulting in mold. The insurance adjuster is scheduled to visit and review the damage on March 9, 2023. (See **Old Business** for an update)
- **Management** – Management met to discuss the ILF Advocacy Meetings and Senate Bill 12 (Material Harmful to Minors). We are closely monitoring the bill via ILF updates.
- **Book Tasting** – The Youth Services and Adult Services Departments partnered to present our first Book Tasting event in February. The themed meal centered around To Kill a Mockingbird but also featured news of recently released books and discussion of attendees' reading interests. All twenty (20) who were there supported having more such events, clearly indicating that this initial venture was a success.
- **Marketing** – Publicity and Programming Aide Rachel Cudworth has continued creating promotional materials for programming scheduled in March and April. As part of our partnership with the ADA Council, Rachel has worked on the disability awards night program and a new program for the wheelchair basketball game and social services fair.

**Old Business – Exterior Ceiling Collapse Update:** When Bouma Betten Company stopped their demolition after finding that the damage extended farther back, our insurance adjuster inspected the area. He said it was NOT storm damage covered by insurance and advised us to get our contractor or roofer for the job. Candace noted that our roof dates back to 2002 and included the 3/10/23 roof inspection by David Graybill of PR Company which advised “a more aggressive repair/approach . . . if roof replacement [is] not planned for the calendar year.” Meanwhile, she has investigated and found that we do have extended coverage for any collapse in the roof area, but she was unable to reconnect with our adjuster who was on vacation. She also noted that the staff of the Jasper County Public Library Branch in DeMotte, IN, are working with an engineer as they consider major repairs or changes to their building, which is as old as ours. At Tom Fletcher’s suggestion, we contacted Lancer, the company doing the Twin Lakes Schools construction project. They are coming on 3/21/23 to evaluate the collapsed stucco site and roof and to give us free assessment plus any suggestions as we deliberate these major repairs and improvements to our building. Tom Fletcher plans to be there when they inspect MUTPL. We look forward to their findings and input.

**New Business –** Trustees addressed two items of new business before adjourning.

1. **Renewed Township Contracts** – Trustees signed the MUTPL contract renewals for both Liberty and West Point Townships.
2. **Employee Manual Revisions** – As moved by Emily and seconded by Tom Herman, the board approved wording revisions to the Employee Manual pertaining to Paid Time Off (PTO) to keep PTO policy consistent throughout the manual.

**President’s & Other Comments/Adjournment** – Having no further business to come before the board, Vice President Jo Piatt called for any final questions or comments. Hearing none, she adjourned the meeting at 5:51 p.m. as moved by Tom Herman and seconded by Tom Fletcher.

The MUTPL Board of Trustees will next meet in the library on Monday, **April 10, 2023, at 5:00 p.m. for the regular monthly meeting.**

Respectful submitted,

Emily Thacker, Secretary