

The Monticello-Union Township Public Library Board of Trustees
will meet Monday, May 8, at 5 pm in the library.

**May 2023 Board of Trustees
Agenda**

Call to Order	President Action
Approval of Agenda	President Action
 Approval of Minutes	 President Action
 Business and Finance	
Treasurer Report/April claims	President Action
 Director's Report	
 Old Business	
Building Concerns and Financing	Discussion Action
 New Business	
Raised Garden Bed Grant	Discussion Action
 President's Comments	
Comments from Staff/Public	
Adjournment	

The next regular board meeting will be held on
Monday, June 12, 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, April 10, 2023, at 5 p.m. Present were Director Candace Wells, Treasurer/Bookkeeper Sharon Bail, and trustees Tom Fletcher, Tom Herman, Jamie McKean, Don Osten, Jo Piatt, Teresa Puterbaugh, and Emily Thacker.

Call to Order/Approval of Agenda – President Don Osten called the meeting to order at 5 p.m. The agenda was then accepted as submitted with no objections.

Approval of the Minutes – The minutes of the March 13, 2023, meeting were approved as presented as moved by Tom Herman and seconded by Jamie McKean.

Business & Finance: Treasurer Report/Claims – Treasurer/Bookkeeper Sharon Bail noted our current Operating Fund balance and March LIT shares. She reported that this month was “business as usual” and that she will have the budget calendar handout for the board at the next meeting. After reviewing claims from 3/1/23 to 3/31/23, Jo Piatt moved and Teresa Puterbaugh seconded approving the financial report and March claims, and the motion carried.

Director’s Report – Candace said that traffic is still picking up, especially with people coming in with tax questions, which we refer to the Council on Aging or other experts. She also mentioned people with legal questions on such things as power of attorney. Jamie noted that Lafayette has free legal advice services and wondered if we could have someone here for this, possibly once a month. Candace will check on this and may also invite Scott Miller to talk to trustees about notary public services here. 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 March: 1) ILF Advocacy Meetings for updates on status of library related bills in the state legislature. 2) White County Council Meeting to share with them our new 5 year long range plan and to provide a brief current state of the building to make them aware of a possible need for a future meeting for approval of an additional appropriation. 3) Mental Health Forum to discuss issues within the community to handle ongoing concerns with mental health. 4) SOMA (Streets of Monticello Association) to partner in upcoming events and promote our downtown. 5) Disability Awareness Month (with the city of Monticello) to host the artwork display, have a booth at the social services fair, and assist in the well attended Disability Awareness Art and Awards night as a partner.
- **Building & Grounds** – 1) Lancer Associates Architecture visited the library in March to assess the building and its problems. (See **Old Business** for an update) 2) Huston Electric switched the light bulbs above the circulation desk to LEDs.
- **Management** – 1) Management met to discuss the ILF Advocacy Meetings and upcoming events and to plan a technology day for the community to explore the items we have here in the library beyond our books. 2) When One Technologies’ graphics and the home page are finalized, management will review the new website for the library before launching the new site. 3) One person expressed an interest in applying for the position of Adult Services Manager after speaking with Tammy Criminger at an IUPUI virtual career event.
- **Marketing** – Publicity and Programming Aide Rachel Cudworth has created new smaller genre stickers that take up less spine space and has begun replacing the old larger ones in the graphic novels and new books sections.

Old Business – Exterior Ceiling Collapse Update: Trustees received a complete handout outlining the recent free assessment of the library, especially on issues relating to the exterior ceiling collapse. Terry Lancer, founder of Lancer Associates Architecture, performed a building and roof evaluation on March 21, 2023. Via video chat, he led the board through his assessment and recommendations to save our building, including specific proposals for the roof leak problem that caused the exterior ceiling collapse. His detailed assessment included pictures and explanations of both the problems and the solutions and the estimated costs, which are significant. After his presentation and answering questions, trustees thanked him for his report and began discussing the findings. Board members agreed that it would be prudent to begin by having a structural engineer examine the north wall to check the soundness of the foundation. As moved by Jo Piatt and seconded by Emily Thacker, the board voted to take advantage of Terry’s offer to recommend a structural engineer and to have the north wall foundation checked out. Also included in this motion was approval to hold an extra meeting once we receive the structure report, as suggested by Tom Fletcher. He also recommended that we alert the public of the plan and cost starting now, letting everyone know that “we want the very best for our community, but this will be expensive.” Tom Herman agreed, saying we must “bite the bullet and do it right.” The top priority is to keep water out of the building to prevent further damages. The public needs to know that we have to save our 30+ year old library. Candace will explore both grant options and the addition of someone to handle regular building maintenance as we move forward.

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

1. **Renewed Township Contracts –** Trustees signed the MUTPL contract renewal for Honey Creek Township.
2. **Cancellation of Outstanding Checks –** As moved by Tom Fletcher and seconded by Jo, the board approved the cancellation of outstanding checks. Sharon has monitored the process and will take care of this since all time requirements have been met.
3. **Scheduling November Board Meeting –** Because of conflicts with the major ILF Conference, Candace requested that the November meeting be rescheduled. Trustees approved moving it to November 6, 2023, as moved by Tom Herman and seconded by Jo.
4. **2023 Broadway Art Show Profits –** Candace recommended and the board agreed that we begin a new building repair fund using the profits from the 2023 Broadway Art Show.

President’s & Other Comments/Adjournment – Having no further business to come before the board, President Don Osten called for any final questions or comments. Hearing none, he adjourned the meeting at 6:34 p.m. as moved by Emily and seconded by Jamie.

The MUTPL Board of Trustees will next meet in the library on Monday, **May 8, 2023, at 5:00 p.m. for the regular monthly meeting.**

Respectfully submitted,

Emily Thacker, Secretary