

The Monticello Union Township Public Library Board of Trustees met in regular session in the library conference room on Monday, September 9, 2024, at 5:00 p.m. Present were Director Candace Wells, Treasurer/Bookkeeper Sharon Bail, and trustees Tom Fletcher, Jo Piatt, Teresa Puterbaugh, and Emily Thacker. Trustees Tom Herman, Butch Kramer, and Don Osten were absent. Also attending was Dan Oldenkamp to address library business related to the Riverwalk Project.

Call to Order/Approval of Agenda – Vice President Jo Piatt called the meeting to order at 5:00 p.m. As moved by Tom Fletcher and seconded by Emily Thacker, the board approved Candace’s revised agenda that moved New Business with one addition to follow Approval of the Minutes.

Public Comments – N/A

Approval of the Minutes – The minutes of the August 12, 2024, regular monthly meeting were approved as submitted as moved by Teresa Puterbaugh and seconded by Tom Fletcher.

New Business – Trustees then addressed three (3) items.

1. Riverwalk Project Deck Construction and Easement – Dan Oldenkamp explained to trustees that during the city’s project to develop a riverwalk area behind the old library (now housing the White County Historical Society), they found that MUTPL still owned a strip of land adjacent to the property on which they plan to construct a deck. Therefore, a legal easement agreement is needed. As moved by Emily and seconded by Teresa, the board approved the Riverwalk Project Construction and Easement Agreement. MUTPL supports this project and was unaware of owning this land. We will check into the pros and cons of actually transferring ownership of it. Trustees thanked Dan for the information and he left the meeting.
2. Personnel Action – Permanent Status – As moved by Emily and seconded by Tom Fletcher, trustees approved Candace’s executive recommendation to move Linda Cadogan, an Evening Circulation Clerk, to permanent status.
3. West Point Township Contract – The board accepted the contract received from the West Point Township trustee, Margaret Foutch.

Business & Finance: Treasurer Report/Claims – Treasurer/Bookkeeper Sharon Bail again noted a higher monthly claims total, with another payment to Lancer Associates Architecture. She plans to have the final 2024 Broadway Art Show sales and donations report at our next meeting. She reiterated our continuing efforts to make wise money decisions (i.e. moving our money market funds to a savings account to earn higher interest). Meanwhile, our overall 8/31/24 Operating Fund Balance is still higher than that of a year ago. After reviewing claims from 8/1/24 to 8/31/24, Teresa moved and Jo seconded approving the financial report and August claims of \$155,649.30, and the motion carried.

Old Business – This will be summed up in the Director/s Report which follows.

Director’s Report – Candace noted that traffic is down somewhat as is usual this time of year. She handed out an updated list of our building timetable and briefly highlighted the managers’ reports before summarizing her own.

- Meetings & Workshops – Candace listed her main meetings this month as follows: 1) ADA

Meeting – attended the regular monthly meeting to discuss and prepare for March 2025 Disability Awareness Month. 2) IU Health Webinar – IU launched a new resource, FindHelp, to connect individuals with social services, including the library’s services for outreach and accessible reading formats. 3) Health 4-All Coalition – met to discuss how to assist all agencies and organizations in promoting social and health needs in the community. 4) E-Rate – met with our Adtec representative to discuss our eRate services and the new service covered for hotspots. 5) ENA Education Network of America - (now called Zayo Edu) – with Scott Miller, met with our new representative of Zayo Edu to discuss the upcoming building plans and possible increase coverage with the access points. Once plans are completed, they will review the layout and reconfigure our internet coverage. They serve libraries, hospitals, and schools.

- Building & Grounds – 1) Scheurich Plumbing and Heating checked the women's handicap stall for unstable piping and replaced a missing screw for the mounting bracket. 2) Norway Gardens replanted the small tree in the south lawn next to the west parking lot curb. 3) C and C Lawncare mowed three (3) times in August and cleaned up a storm damaged tree.
- Management – 1) Management and staff continue weekly meetings with the Lancer team, recently deciding on floor outlets, doors, security cameras, and the required sprinkler system. In talking with other directors, recommendations seem to agree on installing a less expensive wet system rather than a dry one. She also said we will be re-keying all entrances to the library. 2) Management has also been watching our overall numbers and canceling subscriptions to services that aren’t being used. The Indiana State Library is stopping their interlibrary loan service through SRCS and will start using Indiana Share, another such service. Our service remains with Evergreen Indiana consortium to handle patron loan requests.
- Building Timetable – Candace then referred to her handout. Among events listed are a “Contractor Conference” here on site with contractors and Lancer personnel (10/1), the actual Bond Sale (10/16), and Opening Bids for the Building Project (10/17 at 2 p.m. They will read the bids aloud.). In her further update of the building project, she questioned whether any problems exist underground on our site where the old school buildings once stood. In discussion, Tom Fletcher mentioned possibly using “boring” samples to see what’s there in any of these areas. Candace also has found many interesting documents and old information on the library’s history and plans to display some of this in the finished building.

President’s Comments/Adjournment – Having no further business to come before the board, Vice President Jo Piatt called for final questions or comments. She reminded trustees to sign all documents before leaving and then adjourned the meeting at 5:56 p.m. with no objections.

The next regular meeting of the MUTPL Board of Trustees is scheduled for **Monday, October 14, 2024, at 5 p.m.** in the library conference room.

Respectfully submitted,

Emily S. Thacker, Secretary