

**PEABODY PUBLIC LIBRARY
BOARD OF TRUSTEES
July 10, 2019**

The Library Board of Trustees met at 6:00 p.m. with the following in attendance: Margaret Malcolm, Greg Hockemeyer, Tony Gatton, Don Langeloh, Beth Bloom and Director Mary Hartman.

CALL TO ORDER

The regular business meeting was called to order by Vice-President Greg Hockemeyer at 6:00 PM.

EVERGREEN SHIPMENT

Darla Lepley, Circulation Manager, addressed the Board regarding the processing times required for Evergreen shipments and arrivals. It has been the practice of the department to track the time required for these tasks. The Board members recommended to the Director and the Manager to end the tracking as the data is not being used for decision making.

MINUTES

Minutes of the regular June Board meeting were approved.

**A motion to approve was made by Don Langeloh.
Seconded by Beth Bloom. Motion carried.**

REPORTS FROM COMMITTEES AND DIRECTOR

FRIENDS OF THE LIBRARY

The book sale during Old Settlers Days was very successful. The receipts totaled \$1446.10.

DIRECTOR'S REPORT

Mary reviewed the proposed 2020 budget which included funds for a 2% raise for all employees. She expressed concern that the budget is very tight this year and asked for input regarding the blanket raises. The general consensus of the Board was to keep the 2% raises as budgeted.

The conclusion of the boiler project is waiting on the punch list from PDP. When received, Primary Engineering will submit their final report on the project.

The mold problem involving books from the Indiana Room has been remediated. All books have been cleaned. Dehumidifiers have been placed in several areas. An employee lodged a complaint with IOSHA regarding the mold problem. All directives of IOSHA have been implemented.

Mark Coonrod will be reviewing the Library's insurance coverage. Tony Gatton raised the question of cyber insurance, covering the library's data collections.

2020 BUILDING PROJECT

Mary presented the breakdown of costs for the various aspects of the interior remodel project as presented by Primary Engineering. Don Langeloh questioned the costs of finishing the area designated as "The Experience Center", since the project was coming in over budget.

A motion to authorize the letting of bids on the project in two ways, with and without the Experience Center was made by Don Langeloh. Seconded by Margaret Malcolm. Motion carried.

CLAIMS

Don had a question regarding the increase in expense for Info Express. This is the service that transports the Evergreen materials between libraries. The increase was handed down by the Indiana State Library.

A motion to pay the claims as presented was made by Tony Gatton. Seconded by Don Langeloh. Motion carried.

ADJOURNMENT

Tony Gatton moved to adjourn. Seconded by Beth Bloom. Motion carried.

Respectfully submitted,

Margaret Malcolm, Secretary