

MILFORD PUBLIC LIBRARY BOARD MONTHLY MEETING

January 15, 2023

The Milford Public Library Board of Directors met with board members present: Clay Brooks, Katy Stoller, Mindy Brooks, and Oscar Hernandez. Carolyn Zimmerman. Sally Cline and Dee Kinney were absent. Julie Frew, Director, was also present for the meeting.

After reviewing the minutes of the December regular board meeting, Katy made a motion to accept the minutes as presented, Oscar 2nd the motion, it was passed.

After reviewing the minutes of the December year end board meeting, Katy made a motion to accept the minutes as presented, Oscar 2nd the motion, it was passed.

The December Financial Report was reviewed by the board. The December draw was received. Mindy made a motion to accept the report, Katy 2nd the motion, it was passed.

LIBRARIANS REPORT –

- Open 303 days, 166 new patron cards
- No volunteers in December.
- Railing work was done December 20. Some final work will be completed in the spring when temperatures are warmer.
- Signed annual agreement with AVC was signed.
- Junior Library Guild subscription was renewed
- 70 winter activity packets were handed out
- No one participated in the December LEGO challenge
- Adult reading club began January 2.
- Friends met with 6 attending
- Streamline – new web provider is estimating a 2/1/24 launch date. Welcome to kickoff call. They are getting domain and compliance set up.
- New IT people came for 4 hours.
- Denny Electric came to look at lighting project, Clay will call this week.
- Audit exit conference Thursday January 18 at 2:30.
- Rental property needs to be evaluated before rental deposit is returned. Will have to turn heat down.
 - Clay to reach out to Joe Shettler to walk through and evaluate how to shut down for winter.
 - Julie to call Scott Gingrich - a Milford realtor to evaluate rental value and potential commercial renters.
- December circulation was 4,371.
- Operating income was ~~\$6108,686.10~~ \$108,686.10 MB 2/19/24
- 58 adults and 43 children attended the December program – Animals of the North Pole

COMMITTEE REPORTS

- Personnel –
 - Clay Brooks
 - Mindy Brooks
 - Dee Kinney
 - Carolyn Zimmerman

- Facilities –
 - Clay Brooks
 - Carolyn Zimmerman
 - Sally Cline
 - Dee Kinney

- Computers – Jake has started with 4 hours a month on site and one hour remote, going well so far.
 - Clay Brooks
 - Oscar Hernandez
 - Katy Stoller
 - Mindy Brooks

- Finance –
 - Clay Brooks
 - Katy Stoller
 - Oscar Hernandez
 - Mindy Brooks

OLD BUSINESS

- Budget order was received, \$0.059 was tax rate.
- Audit exit conference is scheduled.
- Children's department furniture is on hold
- Streamline web site launch tentatively 2/1/24
- Unemployment – never heard back about Elliette.

NEW BUSINESS

- Transfer General Operating Funds to Rainy Day Fund
 - Unencumbered funds \$20,320 – 42,406.78 – this is the last year to put up to 15% in, next year will be 10%.
 - Mindy made a motion to move \$40,320 from the General Operating Fund to the Rainy Day Fund. Oscar 2nd and the motion was passed.
- LIRF needed \$2,380 moved from Repair and Maintenance -Equipment to Furniture and equipment for the Sharp copier that was purchased in 2023.
- Joe is retired, the library sent a gift of \$500

- An estimate was received for two panic button alarms from Cottage Watchman. Upstairs and downstairs buttons were quoted for \$530.
 - Oscar made a motion to accept the proposal, Mindy 2nd, the motion was passed.
- A resignation letter was received from Jennifer as a part time children's clerk at the end of January. Julie will advertise for a position for 25 hours/week – 10-3 five days a week would be ideal
- No pending appeals for Jefferson East, Milford and Van Buren Townships.
- Goshen news requested notices of 2024 meeting dates, they have been provided.
- New Indiana project – IN Freedom (not a misspelling) to Read – it is a state senate driven issue.
- Kosciusko County community foundation donation from Friends IMO Rosemary Method.
- Mindy made a motion to pay the bills, Oscar 2nd and the motion and it was passed.
- Mindy made a motion to adjourn the meeting, Oscar 2nd and the motion was passed.

Mindy Bray 2/19/24