

## MEETING NOTES

### COATESVILLE-CLAY TOWNSHIP PUBLIC LIBRARY BOARD OF TRUSTEES

Tuesday, August 9, 2022

5:30 PM

COATESVILLE CLAY TOWNSHIP PUBLIC LIBRARY

4928 Milton Street

Coatesville, Indiana 46121

**DETERMINATION OF A QUORUM** – Board members in attendance include Larry McCubbin, Kathy Blake, Jackie Cramer, Shelly Starbuck, Carla Gill and Korleen Bledsoe, Library Director. Guest- Don Kinkle, President of Clayton Library.

**APPROVAL OF MINUTES** – The July 2022 meeting notes were read and approved with no amendments.

### OLD BUSINESS

- 2023 Budget Data: Korleen met with Miranda Bucy, DLGF rep, on August 3<sup>rd</sup>: on-line forms are completed and will be submitted through Gateway before the September 3<sup>rd</sup> deadline.
- At their August 2, 2022, Council meeting, the Hendricks County Council reappointed Mrs. Jackie Cramer to the Coatesville-Clay Township Library Board of Trustees to fulfill a second four-year term ending August 7, 2026. Jackie has signed the Oath of Office and a copy of the Certification of Appointment Form has been emailed to the County Council.
- *Library Policy Manual*- reviewed and approved.
- Summer Reading summary discussed. The board was very happy with the attendance of the Summer Reading program this year and discussed expansion to Teens and Adults.
- Discussion of price quotes from FiveStar Technology preapproved purchase:
  1. Chromebook 3110 2 in 1 @ \$405 each (need 2),
  2. OptiPlex 5000 Micro @ \$980 each (need 7),
  3. Google Inc. Chrome EDU Perpetual License \$35,
  4. Engineering Project \$1,800
    1. Products \$7,705
    2. Services \$1,800

**Total \$9,505-** to be withdrawn from Capital Outlays- Furniture and Equipment

### NEW BUSINESS

- September 13<sup>th</sup> meeting will be Public Hearing for Budget Estimates; October 11<sup>th</sup> meeting will be Budget Adoption & Salary Resolution.
- Consider automatic renewal of borrowed items and consider becoming a fine-free library. Discussion of no longer charging a daily late fine on overdue items from our library; “No fines” doesn’t mean there is no responsibility to the patron. Materials that are 28 days overdue are assumed lost and will be billed for the replacement and processing costs. If the “lost” items are returned within 6 months, the replacement costs will be cleared from the account. Carla made a motion to accept the motion, Larry seconded and the motion passed unanimously.
- Meeting Room Fee – Korleen has been asked if Board Members and/or Staff may receive a discount from the \$125 rental fee/\$100 key deposit when renting the meeting room. The board decided that there is not a discount for staff or Board members.