

**Shelby County Public Library**  
**Board Meeting Minutes**  
**May 9, 2024**

The Library Board of Trustees Meeting was called to order at 6:31 pm by Gayle Wiley. The Library Board of Trustees Meeting of the Shelby County Public Library ended at 7:44 pm, adjourned by Gayle Wiley.

**Present**

- Gayle Wiley, President
- Brian Brammer, Treasurer
- Janet Compton, Assistant Treasurer
- Debra Tracy, Secretary
- Justin Stenger, Member
- Danielle DeWitt, Member

**Not Present**

- Bambi Garrison, Vice President

**Others Present**

- Brandy Graves, Library Director
- Dustin Jones, Library Staff
- Ernie Bishop, Library Staff
- Hannah Gunnell, The Shelbyville News
- Cindy, Diligent Diggers Representative

**April Minutes**

Motion to approve April meeting minutes as presented.

Motion – Justin Stenger

2<sup>nd</sup> – Danielle Dewitt

All Approve

**Treasurer's Report**

A. Brian Brammer gave the Treasurer's Report with the following statistics:

- a. Start of Year: \$339,471.41
- b. Disbursements April: \$84,738.84
- c. Year-to-Date Disbursements: \$393,330.32
- d. Receipts April: \$37,266.23
- e. Receipts Year-to-Date: \$149,101.85
- f. Balance: \$95,242.94

Motion to approve Treasurer's Report as presented.

Motion: Debra Tracy

2<sup>nd</sup>: Janet Compton

All approve.

### **Register of Claims**

- A. Danielle Dewitt what is the Quadient finance line item?
  - a. Justin remembers that it is the postage reader.

Motion to approve register of claims.

Motion: Debra Tracy

2<sup>nd</sup>: Danielle Dewitt

All Approved

### **Public Comments**

Cindy from the Diligent Diggers Garden Club prepared a presentation for the board.

- a. Thank you for the meeting space, it brings pride and joy
- b. Working on sprucing up the sign
- c. Proposal for Library Staff
  - a. Ernie takes care of the watering, but the Diligent Diggers will still weed and gardening
- d. In kind donations
  - a. 2021 - \$4530.54
  - b. 2022 - \$4213.68
  - c. 2023 - \$6,164.09
- e. Hannah enjoyed her time visiting the library and using the wifi

### **Librarian's Report & Correspondence**

- A. Technical Services name has changed to Acquisitions Department
- B. Internal Staff Changes – Myla is spending 32 hours a week in acquisitions. 2 clerks in adult services, Sean and Eileen, have changed positions to assistants. Taylor Dennis has also joined the staff again.
- C. Donna Dennison is performing and coordinating many events at the Strand and throughout town. Many of the events are 1920's themed.
- D. Barnyard Party Pals and Storytime on May 11, 2024
- E. Bigfoot Hunter Program
- F. Broadband Connectivity Information Night
- G. Summer Activities - Daniel Lusk, Sunday June 9<sup>th</sup>, Hedgehog Hannah, Kick-off Party
- H. Brian Mentions a Website Calendar would be nice, Gayle agrees

### **Old Business**

- A. Cash Management Policy
  - a. Explanation of policy – Consolidate and clarify language.  
Motion to approve Cash Management Policy.  
Motion: Danielle Dewitt  
2<sup>nd</sup>: Justin Stenger  
All Approve.

### **Policy Reviews**

- A. Behavior Policy
  - a. Explanation of policy – Consolidate and clarify language.  
Motion to approve Behavior Policy  
Motion: Janet Compton  
2<sup>nd</sup>: Danielle Dewitt  
All Approve.
- B. Computer Use Policy
  - a. Explanation of policy – Consolidate and clarify language.  
Motion to approve Computer use policy with noted changes  
Motion: Justin Stenger  
2<sup>nd</sup>: Janet Compton  
All Approve.

### **New Business**

- A. Bigfoot Program
  - a. Stay Open past 7 PM  
Motion to approve staying open until conclusion of Bigfoot Program on May 17, 2024.  
Motion: Debra Tracy  
2<sup>nd</sup>: Danielle Dewitt  
All approve.
- B. Locksmith Quote
  - a. Panic Lock and Sound Room Lock total for \$1750.00  
Motion to approve the quote for Kelly Locksmith  
Motion: Danielle Dewitt  
2<sup>nd</sup>: Debra Tracy  
All approve.
- C. Electrical Quotes
  - a. Wortman - \$1991.00
  - b. Moss Electric - \$770.00  
Motion to approve the quote for Moss Electric LLC for exterior annex lighting updates  
Motion: Debra Tracy  
2<sup>nd</sup>: Justin Stenger  
All approve.
- D. Chimney Repair Quote
  - a. T.J.'s Chimney Sweep, Inc - \$14,653.00  
Motion to approve the quote for chimney repair at the new height  
Motion: Justin Stenger  
2<sup>nd</sup>: Debra Tracy  
All approve.

E. Resolution to move operating funds from Rainy Day Funds – \$80,000.00

Motion: Brian

2<sup>nd</sup>: Janet Compton

All approve.

F. Brandy Graves seeks permission for negotiation powers with

a. Snacktastic for a profit-sharing vending machine contract

Motion: Brian Brammer

2<sup>nd</sup>: Debra Tracy

All approve.

**Announcements**

None

**Meeting Adjourned**

Meeting Adjourned: 7:44 pm

**Next Meeting**

**June 6, 2024 @ 6:30 pm**

Minutes Approved

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Secretary

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Date