President Barney Lewis called the meeting to order at 6:03 pm. Also present were Amber Brown, Linda Fahrenbach, Jason Lester, Fern Miner, Director Christine Sterle, Treasurer Barbara Darnell, board assistant Kathy Bowen, and guest Chuck Behrens.

Jason moved to approve the agenda with a second by Fern. Vote 4-0

Jason moved to approve the October Secretary’s report with additional claims presented by Barbara Darnell. Fern seconded. Vote 4-0

Barbara presented the Monthly Financial Report. Receipts into the operating fund for October, 2019 were $26,967.00. Operating fund disbursements totaled $47,546.88. October’s ending cash balance was $681,981.36 with investments of $274,060.25. Total Cash/Investments were $956,041.61.

Linda moved to approve the Register of Claims with a second by Amber. Vote 5-0

With no public present the board proceeded to Reports.

Thorntown Heritage Museum – The Sugar Creek Historical Society annual meeting was October 24, 2019 at 7:00 p.m. in the library meeting rooms. Surveyor Jim Swift spoke on the “History of Hoosier Ground” and the Thorntown Reserve. This was a very informative talk about the history of our land being surveyed and corner posts. However, there were only six in attendance.

There were over 150 modern-day stuffed animals on display at the museum for Plush Animal Lovers Day on October 28th. Sixteen people attended. Each participant who brought their stuffed animal for story time received a free plush animal to take home. There was one larger Christmas bear for the winner of “Guess how many stuffed animals in the container.” The winner was Edith Parsons.

We had just over 200 on Halloween. Magician Marc Lehmann performed and had good attendance.

The blinds and sheers came in and were installed by Aero Drapery on November 1. The blinds for the music room were the wrong measurements and are being remade. They are expected to be done in approximately two weeks of being ordered. There is no extra expense on this as it was their mistake. They will contact us when they come in. Sandy will be working on plans for an open house in December so the community has the opportunity to come and see the improvement.

Karen has applied for a grant from Indiana Humanities to fund a speaker in honor of the Indiana Women’s Suffrage Centennial to speak at the 2020 Sugar Creek Historical Society annual meeting.

Old Business:

Chuck Behrens has submitted his interest in board membership to the Western Boone School Board.
It was decided to continue with the same officers for 2020: President, Barney Lewis; VP, Amber Brown; Secretary, Linda Fahrenbach. We will need to find a new Treasurer-Liaison as Fern will be stepping down when her term expires in May 2020. Elections will be held in December.

The Board will hear commercial insurance proposals from The Thompson Group and PGH over the course of the next two board meetings.

New Business:

Christine requested a late opening on Martin Luther King, Jr. Day for a staff meeting/development. The time will be used to talk about strategic plan, job descriptions, and staff procedures. Fern made a motion to open at 11 a.m. on January 20, Linda seconded. Vote 5-0

The library received North Mechanical’s 2020 contract. Last year they did not pass along an increase; this time it is just under 2%. We budgeted for a 4% increase, so all is well.

Britta has requested to purchase a new computer; hers has been running slowly and is slated to be replaced this year or next. The board agreed by consensus to allow the purchase.

Director’s Report:

Strategic Planning Update – 14 attended the strategic planning retreat last Monday. The session lasted from 9-2 with lunch served around 12:30. Rob Cullin presented the findings from the focus groups and online survey, along with demographic information, collection analysis, and library comparison with similar-sized libraries.

Around 450 came to the library during Halloween. Nearly 400 went through the Haunted House section.

Christmas at the Library will be held Monday, December 2 from 6-8:30 p.m. This is one of those years when we are decorating for Christmas just a few days before the big program! The board is invited to help deck the halls. Also, Linda Porter will be calling asking for cookie donations next week, so please don’t screen your calls.☺

Staff Job Descriptions – Britta has been attending Assistant Director round tables and brought up questions about updating her job description, which made it apparent that job descriptions need to be reviewed and updated.

Board members are considering whether they’d like to serve as judges during the February 15 Spelling Bee. Two are needed.

Patty Heffelman, OCS/Envelop account manager, stopped by to meet us in late October to see if we had any needs. They are updating contracts to better define expectations. OCS handles the software/controls elements of our HVAC system. After talking with Patty, we expect better communication from techs about our monthly visits. They also have other offers – including a high temp alarm for the server closet (under $200 to proceed with installation), monitoring and setting alerts for certain events (if part of the system shuts down unexpectedly, receiving a text, email or phone notification).

Thorntown Heritage Museum will have a Christmas open house on Sunday, December 8 from 2-4. It will be decorated for Christmas with finger foods and dessert available. Come check out the new blinds.
The Annual Report workshop is this Wednesday from 10-4. Christine and Barb will be attending from Christine’s desk.

Blood drives are scheduled for January 20 and May 11, 2020.

Jason motioned to adjourn the November board meeting with a second by Amber at 7:09 p.m. Vote 5-0.

Linda Fahrenbach, Secretary