

MINUTES OF THE LEBANON PUBLIC LIBRARY BOARD
2009 LIBRARY BUDGET PUBLIC HEARING
AUGUST 26, 2008

Glenna Lenox led the public hearing about the 2009 Library budget. Last year's assessed value was \$917,187,097. The projected 2009 assessed value is \$687,890,300. Last year's operating cost was \$1,576,619. The 2009 projected operating cost will be \$1,608,054. Last year's capital projects was \$67,649. The 2009 projected capital projects is \$97,030. Last year's debt service was \$717,000. The 2009 debt service is \$727, 000. The total rate for 2009 is .1727. For 2008 it was .1038. The Board will adopt the budget at the September 16, 2008 meeting.

MINUTES OF THE LEBANON PUBLIC LIBRARY BOARD
AUGUST 26, 2008

President Sharon Wood called the meeting to order. Marsha Truitt read the Mission Statement. Members attending were Sharon Wood, David Koehler, Emmadell Sturgis, Jane Myers and Marsha Truitt. Linda Jones had called in and was not able to attend. Karen Richards has been appointed by the Lebanon School Board to fill the term of Kandi Caldwell. She will attend the next meeting. Also attending were Kay Martin, Director, Dan Sulkoske, Kramer, Inc., David Truitt, Board Attorney, and Jim Brown, IT Technician.

Glenna Lenox has changed the Sweep Account with Key Bank. The Library will no longer have a monthly service charge. The Board greatly appreciated all of Glenna's hard work and summarization of the budget.

The Secretary's report was shared. David Koehler made the motion and Jane Myers gave the second to approve the Secretary's report.

David Koehler shared the treasurer's report. He said "we are doing wonderfully well. If money does not come in by the end of the year, things will be tight." Claims were shared and discussed. Marsha Truitt made the motion and Jane Myers gave the second to pay claims 8887-9097.

Under Action Items, the Library will go live with Evergreen on Monday, October 13. The Library must be closed to the public October 9, 10, 11 and possibly the 8th to get ready for the change over. The staff will be in training during this time. Marsha Truitt made the motion and Emmadell Sturgis gave the second for the closing dates. When the Library switches to Evergreen, we will save \$23,000 at the start (for licenses).

Dan Sulkoske shared that the cleaning of the chiller coils was complete under the contract of Commercial Air for maintenance. Dave Plunkett's contract is up for renewal. After discussion with Dan, it was determined that there was no need to renew Dave's contract.

Jane Myers made the motion and David Koehler gave the second not to accept the proposal for renewal. Dan talked about how he has appreciated working with the Lebanon Public Library and how it has led to other venues such as Lucas Oil. The Board appreciates all of the work he continues to do for us.

David Truitt shared that IDEM is still checking on the property next door (the north parking lot). He also said he is still waiting to hear from city attorney Darren Chad, about the certification of occupancy for the top floor. The city attorney has been contacted 3 times.

Jim Brown, technician (IT) for the Library, explained that he has installed filters and a firewall and new ISP (switching provider) on the computers at the Library. He has installed Deep Freeze (for privacy issues) and Ghost (a cloning program). AVG is the anti-virus system. Gmail is the new e-mail system being used and we have our own domain (leblib.org). We still need to be part of the State Library Consortium. The Library Commitment to join Public Library Internet Consortium, funding year 2009 (July 1, 2009 – June 30, 2010) was shared. Marsha Truitt made the motion and Emmadell Sturgis gave the second to join the consortium.

In her Director's Report, Kay shared information about the Institutional and Board membership to the Indiana Library Federation. Jane Myers made the motion and David Koehler gave the second to continue our membership.

September 16 will be the date of the Budget Adoption and the monthly Library Board Meeting.

Kay shared that she found out that we must meet each month, that we can't take a month like July or December off. Board Members must attend 6 consecutive meetings a year to remain on the board. If on a meeting date we do not have a quorum, we must meet again within that month.

We will be a pilot program for Evergreen from October 2008 – February 2009.

Kay shared some ideas for an Open House for the upper floor.

Marsha Truitt made the motion and David Koehler gave the second to adjourn the meeting.

Marsha Truitt, Secretary

Sharon Wood, President