

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on Tuesday, April 15, 2025.

Call to Order

President Petzinger called the meeting to order at 9:32 a.m. Attending the meeting were Wes Petzinger (via Zoom), Rachele Cobb, Glenn Manns, Martha Hamilton, Assistant Director Kim Hunter, and Director Cyndi Clifton. Mark McMillen was absent.

Public Comment

There were no public comments.

Approval of minutes

Trustee Petzinger made a motion to approve the minutes for March. Trustee Cobb seconded. All voted aye.

Financial Reports and Disbursements

The general operating account and the reconciliation details were reviewed as well as the credit card expenses for the month. All expenses were in line with the approved budget. The Director reported OCPL had more income and fewer expenses than this time last year. Trustee Petzinger made the motion to approve the Financial Report. Trustee Hamilton seconded. All voted aye.

Library Statistics

On the Library Statistics Report for March 2025, we had 2660 patrons who used all library services. 47 programs were held with 775 participants. Public computer users numbered 392. The website had 703 hits. Circulation was 5478. Inter-library loans numbered 35 for the month, and Hoopla/Overdrive had 742 users. There was also a successful blood drive in March.

Regional Librarian Report KDLA

KDLA has hired a new Family Literacy Consultant, Micah Followay. KDLA will be offering webinars in April to make the annual report easier to understand. Free state-wide access to TeachingBooks website will now be offered to all library workers. A YouTube channel webinar is available explaining what this website offers.

Librarian's Report

GED Testing Center – Approval has been delayed by recent staff changes.

Summer Reading Program – The summer reading group is working on decorations. The program will take place in June and July with major programs on Tuesdays in June.

Legislative Session 2025

SB71 – This bill died in the House of Representatives but may resurface in the future. Our trustee selection has not changed for this year.

HB182 – Nothing happened with this bill.

IMLS – The federal government is attempting to close the Institute of Museum and Library Services. No updates at this time. Closure will directly affect KDLA as they receive \$2.7 million a year from IMLS. OCPL may be indirectly affected by closure through services provided by KDLA.

Business Items

Christmas holiday – Our policy is to follow the state calendar for holidays. The Director said she felt it best to deviate from this in 2025, so OCPL could be closed on Christmas Eve and New Year's Eve. Trustee Manns made a motion for Christmas holiday for OCPL employees to be December 24 and 25 and for the New Year holiday to be December 31 and January 1. Trustee Cobb seconded the motion. All voted aye.

Auditor discussion – The auditing firm of Craft Waninger Noble and Co. PLLC has submitted a proposal for completing our audit for \$6,635. They have served OCPL since 2017, and the Director expressed support for their work. Trustee Manns made a motion to continue with this firm for the audit for the year ending in June 2025. Trustee Petzinger seconded. All voted aye.

Trustee Nominations – The Board must submit 2 nominations for a trustee by April 30. Trustee McMillen has expressed a desire to serve a second term. The Director also shared an application submitted by Molly Haines. Trustee Hamilton made a motion to send these 2 names to KDLA. Trustee Manns seconded the motion. All voted aye.

Budget discussion- The Board was given a first look at the budget for fiscal year 2025-2026. Some items are still unknown. Our accountant expects us to receive about \$20,000 more in tax revenue. There is much uncertainty surrounding items/services affected by federal policy. Most book and supply orders are filled overseas. Baker & Taylor has advised us that books should be exempt from tariffs, but the uncertainty remains. This discussion will continue at the next meeting. Ideally, the budget should be passed in May, but all information may not be available until June.

Payroll discussion – Our accountant has recommended we keep staff raises between 3% and 5%. Trustee Manns made a motion for a 5% raise for employees. Trustee Petzinger seconded. All voted aye.

Health insurance discussion – The Director presented information received from Anthem BCBS for next year's health insurance premiums. Currently, OCPL pays the total cost of health insurance for full-time employees. The cost of the same plan for next year will increase by 14.4%. The Director included different options including 2 other plans with higher deductibles and out-of-pocket maximums and also a plan to keep same plan but for each employee to pay 5% of the cost. This would reduce the increase for the library to 8.7%. Trustee Manns made a motion to keep the same insurance plan and for OCPL to continue to pay the entire cost. Trustee Cobb seconded the motion. The vote was 3 to 1 in favor of the motion. The motion passed.

The next meeting will be on Tuesday, May 20, 2025, at 9:30 at the Owen County Public Library. Trustee Hamilton made a motion to adjourn. Trustee Manns seconded. All voted aye. The meeting was adjourned at 10:43 a.m.

Respectfully submitted by:

Martha Hamilton, Secretary