



**Batesville Memorial Public Library
Board of Trustees**

The mission of the Batesville Memorial Public Library is to help the people of the community in their pursuit of information and education, as well as vocational and recreational endeavors, by providing current materials, services, and programs.

President – Mark Stenger | Vice-President – Thomas Barnett | Treasurer – Peter Mack |
Secretary – Jamie Schantz | Mark Masavage | Jeff Ollier | Dana Cassidy

Minutes for January 31, 2024 5:00 p.m.

Call to Order: Mark Stenger, Board President, called the meeting to order at 5:03 p.m.

Board members and guests present: Mark Stenger, Peter Mack, Thomas Barnett, Mark Masavage, Jeff Ollier, Jamie Schantz, Dana Cassidy

Absent: None

Director: Kim Porter

Members of the Public/Guests: Elizabeth Nobbe, FOL; David Rainey, Veridus Group; John Irrgang, Mayor of Batesville

Minutes of the December 20, 2023 Meeting

Minutes were circulated prior to the meeting via email.

Minutes were approved and filed for audit.

Claims and financial reports:

The financial reports were circulated prior to the meeting via email.

The financial reports were approved as circulated and filed for audit.

Annual Board of Finance : Open nominations for Election of President and Secretary:

Nominated : Peter Mack for President ,Mark Masavage for Secretary

Motion made to elect same slate, voted and approved. Motion to close by Thomas Barnett, seconded by Mark Stenger.

Committee/Subject Reports:

1. Maintenance Report: Kim spoke of getting the 'hospital' building ready for FOL and for groups now using the annex.
2. Director's report: due to error on the part of the state our census went up(now correct). Discussion of school district people included in library membership.
Discussion of solar eclipse and guests lined up to speak.

Strategic Focus:

1. Conflict of Interest Statements: Board members having a conflict of interest; signature required.
2. Rainy Day transfer of funds up to \$180,775.
3. Food Truck Festival: Report of Food Truck Festival, Thursday before Fruedenfest, July 18, 2024.
4. Long Range Plan 2024 - 2026: A three year plan was submitted in place of the normal 5 year due to building activity occurring in the next three years. Plan was approved by voice vote.
5. Long Range Plan Committee Report:
 - a. David Rainey from Veridus Group was introduced and spoke concerning BMPL hiring an owners representative to support the library during the building process. A motion was made to accept this proposal by Mark Masavage and seconded by Jeff Ollier.
 - b. The go ahead to seek bids to remove the annex building was approved.
 - c. Plans to vacate Shrader street will go before city council in February.
 - d. RFQP are being advertised in the Versailles Republican, Brookville Democrat and the Daily News. Proposals are due March 1st.
 - e. Gift VIII grant & READI 2.0 grant. Mayor Irragang gave an update on the READI 2.0
 - f. Discussion was had about KDF collaboration possibilities.

Public Comment : No public comment was made.

Adjournment : Motion to adjourn - Mark Masavage, seconded by Jeff Ollier

Next meeting 5:00 PM, February 28th.

Next regular meeting: **Wednesday, March 27, 2024 at 5:00 pm.**



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Minutes for February 28, 2024 Meeting

Call to Order: Mark Stenger, Board President, called the meeting to order @ 5:05 P.M.

Record members and guests present: Mark Stenger, Thomas Barnett, Peter Mack, Mark Masavage, Dana Cassidy, Jamie Schantz, and Jeff Ollier.

Absent: None

Director: Kim Porter

Members of the Public/Guests: Elizabeth Nobbe, FOL; Mark Hardebeck

Minutes of Meeting

Minutes were circulated prior to the meeting via email.

Minutes were approved as circulated and filed for audit.

Claims and financial reports:

The financial reports were circulated prior to the meeting via email.

The financial reports were approved as circulated and filed for audit.

Committee / Subject Reports:

1. **Friends of the Library (FOL):** Notice of upcoming Used Book Sale
2. **Maintenance report:** Update on remodeling of soon to be new annex. Wi-Fi installed, all signs will be moved.
3. **Director's report:** Disseminated via email prior to the meeting. Discussed several items presented including the solar eclipse and guest speakers concerning the eclipse presenting at the library. BMPL is hosting a blood drive on March 15. Kim is hoping this will be a quarterly event.

Strategic Focus: Long Range Plan

Committee assignments for building plans

_Funding and grant writing: Rachel Berkemeier, Kim Porter, Pete Mack, Anne Amrhein
Planning & Operations: Thomas Barnett, Dana Cassidy, Cassie Nash, Denean Williams
Building: Jeff Ollier, Jamie Schantz, KimPorter, Nick Maple
Marketing & PR: Mark Stenger, Mark Masavage, Tessa Gutzwiller , Cassie Nash, Anne Wilson, Mike Bettice

Road closure on city council agenda for March 11.

Update on grant considerations- still waiting on READI 2.0.

Special meeting concerning KDF at mayor's office March 5 at 4:00.

Adjournment: A motion was made (Masavage/Ollier) to adjourn the meeting and it was unanimously approved by voice vote.

Next regular meeting: **Wednesday, March 27 at 5:00 pm.**



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Minutes for March 26, 2024 @ 12:30PM Executive Session

Record members and guests present: Jeff Ollier, Mark Masavage, Jamie Schantz, Thomas Barnett, Kim Porter, and Veridus Group Representatives

On March 26, 2024 GBBN, KrM Architecture, Meyer Najem, and Maxwell were all interviewed in an executive session by a selection committee that included you, the director, as well as four board members and each member marked their scores independently. The Veridus group was present for interviews and tallied scores at the completion of the interviews. Of the Design Teams the scores tallied 470/500 for KrM Architecture and 448/500 for GBBN. Of the Construction Managers the score tallied 484/500 for Meyer Najem and 427/500 for Maxwell. The individual score sheets have been scanned and are enclosed for your record.

Recommendations:

1. We recommend approving a project team that includes GM Development, Context, KrM Architecture and Meyer Najem for the scoping period. GM Development and Meyer Najem have noted no cost to include their teams in the scoping period. Context Identified a cost of \$22,600 (including reimbursables) and KrM Architecture identified a cost of \$55,000 (including reimbursables) that would be incurred to assist through conceptual and schematic design.

See Attached Letter from the Veridus Group for more details about the process



March 26, 2024

Batesville Memorial

Public Library 131 N

Walnut St

Batesville,

IN 47006

Attn: Ms.

Kim Porter

Re: BMPL Innovation Hub - BOT Respondents & Recommendations

Dear Ms. Porter,

On March 1, 2024 Proposals were received by BMPL for the Innovation Hub Project. Of which 1 BOT developer (GM Development), 1 landscape architect (Context), 5 architectural design teams (Moake Park, GBBN, Luminaut, KrM Architecture, and Susan Glaser Design), and 3 Construction Managers (CMc) (Bruns- Gutzwiller, Maxwell, and Meyer Najem) proposed and then packages were delivered to the Veridus Group. The Veridus Group reviewed the proposals for completeness per the requirements of the RFP and found each to satisfy requirements.

On March 13, 2024 the proposals were reviewed by the Library Board and it was decided to interview 2 design teams (GBBN & KrM Architecture) and 2 Construction Managers (Maxwell & Meyer Najem) and that the BOT developer (GM) and Landscape Architect (Context) would be recommended through the scoping period.

On March 26, 2024 GBBN, KrM Architecture, Meyer Najem, and Maxwell were all interviewed in an executive session by a selection committee that included you, the director, as well as four board members and each member marked their scores independently. The Veridus group was present for interviews and tallied scores at the completion of the interviews. Of the Design Teams the scores tallied 470/500

for KrM Architecture and 448/500 for GBBN. Of the Construction Managers the scores tallied 484/500 for Meyer Najem and 427/500 for Maxwell. The individual score sheets have been scanned and are enclosed for your record.

Recommendations:

1. We recommend approving a project team that includes GM Development, Context, KrM Architecture and Meyer Najem for the scoping period. GM Development and Meyer Najem have noted no cost to include their teams in the scoping period. Context Identified a cost of \$22,600 (including reimbursables) and KrM Architecture identified a cost of \$55,000 (including reimbursables) that would be incurred to assist through conceptual and schematic design.

Once the recommendation is voted on we will work with the project team to identify a final schedule, points of contact, and communicate with the team and your legal counsel to discuss next steps. Please keep a copy of all proposals in your file for public record. Please contact me with any questions or comments you may have in review of the enclosed.

Respectfully,



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Minutes for March 27, 2024 Meeting

Call to Order: Mark Stenger, Board President, called the meeting to order @ 5:00 P.M.

Record members and guests present: Mark Stenger, Thomas Barnett, Peter Mack, Mark Masavage, Dana Cassidy, Jamie Schantz, and Jeff Ollier.

Absent: None

Director: Kim Porter

Members of the Public/Guests: Elizabeth Nobbe, FOL; Rae Bergman

Minutes of Meeting

Minutes were circulated prior to the meeting via email.
Minutes were approved as circulated and filed for audit.

Claims and financial reports:

The financial reports were circulated prior to the meeting via email.
The financial reports were approved as circulated and filed for audit.

Committee / Subject Reports:

1. **Friends of the Library (FOL):** Book sale successful, approximately \$4,000 in treasury.
2. **Maintenance report:** Two water problems were fixed.
3. **Director's report:** Disseminated via email prior to the meeting. Summer concert series all planned. Members agreed being a part of BAAC would be a good idea. Rachel Berkemeier will be our liaison. Discussion of Designated Outdoor Refreshment Area (DORA)

Strategic Focus: Long Range Plans

Proposed recommendation to accept the architectural design firm and GC suggested by Long Range Plan Committee made by Barnett and seconded by Ollier. Approved.

Annex building update:

Building is cleaned and ready for use with a few finishing details remaining.

Discussion was held concerning both Black property and Bookshelf. Long range committee to work on this.

Duke Energy agreed to move power lines underground adjacent to new building.

Adjournment: A motion was made (Masavage/Ollier) to adjourn the meeting and it was unanimously approved by voice vote.

Next regular meeting: **Wednesday, April 24 at 5:00 pm.**



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Minutes for April 24, 2024 Meeting

Call to Order: Mark Stenger, Board President, called the meeting to order @ 5:00 P.M.

Record members and guests present: Mark Stenger, Thomas Barnett, Peter Mack, Mark Masavage, Dana Cassidy, Jamie Schantz, and Jeff Ollier.

Absent: None

Director: Kim Porter

Members of the Public/Guests: Elizabeth Nobbe, FOL; Ken Fairchild, Dana Fairchild, Peggy Suding, Rahe Bergman, Mary Gehring

Minutes of Meeting

Minutes were circulated prior to the meeting via email.
Minutes were approved as circulated and filed for audit.

Claims and financial reports:

The financial reports were circulated prior to the meeting via email.
The financial reports were approved as circulated and filed for audit.
The first bill from Veridus arrived and was paid with funds from Rainy Day.

Committee / Subject Reports:

1. **Friends of the Library (FOL):** Book sale successful, approximately \$4,000 in treasury. The sale netted \$1,421. Their bylaws say they cannot buy books for hospital bags so another group is taking on this project.
2. **Maintenance report:** Annex update – now open to groups. ENA has to move the Wi-Fi an that should happen in July.
3. **Director's report:** Disseminated via email prior to the meeting. Summer concert series flier handed out. June 6th will be next blood drive. Also, on June 6th 6:30-8 will be a program on invasive cosponsored with Oak Heritage Conservancy.

Strategic Focus: Long Range Plans

Non resident fee was \$73 but our operating expenditures per capita has been lowered due to increased population. 2023's operating expenditures per capita was \$64.27. Discussion was had and it was recommended to lower the cost to \$65. Motion made to accept by Ollier, seconded by Masavage. Unanimous acceptance.

Arts and Innovation Hub

In a conversation with Veridus they asked for two board members to be the primary owner's voice. Motion made by Mark Masavage and seconded by Cassidy to accept Ollier and Masavage . Unanimously accepted.

Property acquisition

Property adjacent to Bookshelf. Owner is looking to find a new property and would consider selling if his price is met.

Grant and Funding Update

The library is still being considered for the Readi 2.0 Grant but no longer inline for RCCF Gift VIII Grant as they will be focusing on childcare initiatives.

Long Range Planning Committee

The long range committee will now faze into separate committees. Motion made to dissolve the LRP committee made by Barnett and seconded by Ollier. Unanimous acceptance.

PKO meeting report- Veridus agreed to presentations at major intervals rather than regular reviews. Next possible first quarter- May?

Adjournment: A motion was made (Masavage/Ollier) to adjourn the meeting and it was unanimously approved by voice vote.

Next regular meeting: **Wednesday, May 22, 5:00 pm.**



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Minutes for May 15, 2024 Special Meeting

Call to Order: Mark Stenger, Board President, called the meeting to order @ 5:00 P.M.

Record members and guests present: Mark Stenger, Thomas Barnett, Peter Mack, Mark Masavage, Dana Cassidy, Jamie Schantz, and Jeff Ollier.

Absent: None

Director: Kim Porter

Members of the Public/Guests: Elizabeth Nobbe, FOL

Strategic Focus: Property Acquisition

A discussion transpired concerning the acquisition of the Black property; to have our developer acquire it or proceed with legal means.

A motion was made to authorize our attorney(Doug Wilson), in good faith and on our behalf, to negotiate with the developer to purchase the Black property. Made by Mark Stenger and seconded by Jeff Ollier. Approved by unanimous vote.

A second motion was made that we communicate to Doug Wilson, should negotiations fail from first motion, that he has our permission to begin the process of Eminent Domain to acquire the property. Motion made by Mark Masavage and seconded by Jeff Ollier. Motion passed with one abstention.

Adjournment: A motion was made (Ollier/Masavage) to adjourn the meeting and it was unanimously approved by voice vote.

Next regular meeting: **Wednesday, May 22, 5:00 pm.**



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Minutes for May 22, 2024 Meeting

Call to Order: Thomas Barnett, Board Vice-President, called the meeting to order @ 5:00 P.M. President Mark Stenger took over shortly after.

Record members and guests present: Mark Stenger, Thomas Barnett, Peter Mack, , Jamie Schantz, and Jeff Ollier.

Absent: None

Director: Kim Porter

Members of the Public/Guests: Elizabeth Nobbe, FOL

Claims and Financial: read and approved.

Friends of the Library: no report

Maintenance: only minor issues; locks, toilets. Request that grass seed be added to spots and mulch to perennial area of Readers Garden

Directors Report: Disseminated via email prior to the meeting.

Strategic Focus: Meeting Room Policy updated and new requirements. Motion made to accept these new proposals by Ollier and seconded by Schantz. Approved.

Arts and Innovation: update on grants. Kim reported that she is working on various grants. No new information on READI 2.0 grant. Funding committee to work on acquiring different grants and seeking additional funding.

PKO: meeting update.

Adjournment: A motion was made (Ollier) to adjourn the meeting and seconded by Barnett. It was unanimously approved by voice vote.

Next regular meeting: **Wednesday, June 26, 5:00 pm.**



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Minutes for June 26, 2024 @ 5:00PM Executive Session

Record members and guests present: Mark Stenger, Peter Mack, Mark Masavage, Dana Cassidy, Jeff Ollier, Doug Wilson (Attorney), and Rick Rush (Veridus)

Pursuant to Indiana Code **IC 5-14-1.5-6.1(b)(2)B** the board and guests present discussed the initiation of litigation.

Mark Stenger moved to close the executive session at 5:20PM which Dana Cassidy seconded. The motion passed unanimously.

See Attached Letter from the Veridus Group for more details about the process.



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Minutes for June 26, 2024 Meeting

Call to Order: Mark Stenger, Board President, called the meeting to order @ 5:30 P.M.

Record members and guests present: Mark Stenger, Peter Mack, Mark Masavage, Dana Cassidy, Jeff Ollier, Doug Wilson (Attorney), and Rick Rush (Veridus)

Absent: Jamie Schantz and Thomas Barnett

Director: Kim Porter

Members of the Public: Elizabeth Nobbe, FOL

Claims and Financial: The financials were read and approved.

Friends of the Library: provided a brief update about the Friends' purchasing of shelving for the new space in the annex.

Maintenance: No major issues to report

Directors Report: Disseminated via email prior to the meeting.

Strategic Focus: An update was given on the progress of the Arts and Innovation Hub and continued funding strategies.

Adjournment: Jeff Ollier moved to close the meeting at 6PM, which Pete Mack seconded. The motion passed unanimously.

Next regular meeting: **Wednesday, July 24, 5:00 pm.**



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Minutes for July 29, 2024 @ 5:00PM Executive Session

Record members and guests present: Mark Stenger, Peter Mack, Mark Masavage, Dana Cassidy, Jeff Ollier, Thomas Barnett and Jamie Schantz.

Pursuant to Indiana Code **IC 5-14-1.5-6.1 (2)(D(i))** the board discussed the purchase of property.

Mark Stenger moved to close the executive session at 5:20PM which Dana Cassidy seconded. The motion passed unanimously.



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Minutes for July 29, 2024 Special Meeting

Call to Order: Mark Stenger, board president, called the meeting to order @ 5:30 P.M.

Members and guests present: Mark Stenger, Dana Cassidy , Mark Masavage, Jeff Ollier, Pete Mack, Thomas Barnett and Jamie Schantz.

Director: Kim Porter

Strategic Focus: A motion was made by Ollier to accept the \$250,000 offer for the purchase of the entire Black property. Seconded by Barnett. This will be acquired through GM development. It was agreed that the tenant could stay until December 31, 2024. Motion was approved.

Motion to adjourn by Mark Masavage. Seconded by Ollier.

Adjournment: A motion was made (Mark Masavage) to adjourn the meeting and seconded by Jamie. It was unanimously approved by voice vote.

Next regular meeting: **Wednesday, August 28, 5:00 pm**



**Batesville Memorial Public Library
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Minutes for August 28, 2024

Call to Order: Mark Stenger, board president, called the meeting to order @ 5:00 P.M.

Members and guests present: Mark Stenger, Dana Cassidy , Mark Masavage, Pete Mack, Thomas Barnett and Jamie Schantz. Elizabeth Nobbe FOL

Director: Kim Porter

2025 Budget Hearing: no members of the public present

Minutes: not available, will be disseminated before September meeting. Minutes of special meeting and executive session approved.

Claims and Financial reports: approved

Friends of the Library: Friends are discussing an increase in cost of books at their sale. Next book sale September 13&14.

Maintenance: Carpets were cleaned. Furniture cleaning posed a problem as some of the fabrics were not cleanable. Jamie reported a shift in the sidewalk on Walnut side of building. Suggested contacting the city street departments to grind down the elevation change.

Director's Report: Kim talked about the One State/One Story programming including the Underground Railroad tours and a program called Black Quilters: Hard Topics, Soft Blows. September 7 is last concert of the season.

Strategic Focus:

1. Replacement of server estimated at \$9,000.
2. Arts and Innovation
 - a. Bookshelf – owners concerned about their side of building after property next door is torn down. Board agreed to address their concerns and to keep them informed monthly.

- b. Funding Committee: donations have started to come in.
- c. Operations Committee: a review of the meeting with all contractors, architects, Veridus etc.
- d. PKO: close on Black property at end of September. Tenant allowed to remain till December 31, 2024.

Adjournment: A motion was made by Mark Masavage, seconded by Pete Mack

Next regular meeting: **Wednesday, September 25, 5:00 pm**



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Minutes for September 25, 2024

Call to Order: Mark Stenger, board president, called the meeting to order @ 5:00 P.M.

Members and guests present: Mark Stenger, Dana Cassidy , Mark Masavage, Pete Mack, Thomas Barnett and Jamie Schantz.

Members of the public/Guests: Elizabeth Nobbe FOL, Cynthia Decker FOL and Elvira Sun FOL.

Director: Kim Porter

Minutes of July 24, 2024 and August 28, 2024:

Minutes were circulated prior to the meeting via email.

Minutes were approved as circulated and amended and filed for audit.

Claims and Financial reports:

The financial reports were circulated prior to the meeting via email.

The financial reports were approved as circulated and filed for audit.

- e. Pete asked about changing one of our banking accounts to Trust Indiana for a higher interest rate. The He also opened a new brokerage account so we can receive stock donations.

Committee / Subject Reports:

1. **Friends of the Library:** We have anew representative, Elvira Sun. Next book sale is December 13 & 14.
2. **Maintenance:** Street department does not maintain sidewalks so they do not deal with elevation change of sidewalks. As the sidewalk will be replaced with new building it was suggested to paint a line to show possible hazard. Children's restroom had a clog and Dale Laker addressed the situation.
3. **Director's Report:** Disseminated via email prior to the meeting. Discussion on Candy's replacement. Jane's retirement party is November 19 with an open house

to celebrate her 35 years with library. We will discuss in October a gift from the board.

Strategic Focus:

3. Replacement of Server: Cassie Nash presented options for a server. It was agreed to allow Kim to decide which option works best.
4. 2025 Budget Adoption: The 2025 budget was adopted as presented via signature vote.
5. November & December Meeting Dates: November meeting date is moved to the 3rd Wednesday, November 20. December meeting date is moved to December 18th due to holidays. Motion to accept date changes made by Mark Masavage and seconded by Dana Cassidy.
6. New Hire Pay Rate: Business Administrator proposed pay rate \$20/hour. Approved by signature vote
7. Arts and Innovation
 - a. Rick Rush gave an update on our building timeline. We are currently on target. We are presently over budget and are trying reduce costs to stay in line with our estimated budget.
 - b. Funding Committee: Kim reported that some donations have started to come in and that we are applying for grants.
 - c. Operations Committee: No report
 - d. PKO meeting review. GMP – guaranteed maximum price – this needs to be finalized after the first of the year and the Leasing Corporation (organized in January) to proceed by January 22.

Public Comment: Elvira Sun asked if a letter would go to public asking for financial help. Kim responded yes after the design is finalized.

Adjournment: A motion was made by Mark Masavage, seconded by Thomas Barnett

Next regular meeting: **Wednesday, October 23, 5:00 pm**



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Minutes for October 23, 2024

Call to Order: Mark Stenger, board president, called the meeting to order @ 5:00 P.M.

Members and guests present: Mark Stenger, Dana Cassidy , Mark Masavage, Pete Mack, Thomas Barnett and Jamie Schantz.

Members of the public/Guests: Elizabeth Nobbe and Elvira Sun (FOL). Rachel Berkemeier (Rockwood Foundation) and Melissa Moenter (BAAC)

Director: Kim Porter

BAAC Proposal: Melissa Moenter of BAAC presented a proposal for partnership & financial commitment over 5 years for arts programs through BMPL.

Rachel Berkemeier, on behalf of Jolene Rockwood, made an additional proposal and financial commitment contingent upon the approval of the BAAC proposal. The board will seek Doug Wilson's assistance to draw up MOUs agreeable to both parties before we proceed.

Minutes of September 25, 2024:

Minutes were circulated prior to the meeting via email.

Minutes were approved as circulated and amended and filed for audit.

Claims and Financial reports: Pete Mack reported on Trust Indiana as a place to invest a portion of our funds to obtain a greater return on investment. He suggested \$500,000. A suggestion was made to delay until after the election/after the beginning of the new year. Motion was made by Mack to set up the account with Trust Indiana and invest \$500,000 and seconded by Ollier. Ayes 5, opposed 1(Schantz). Motion carried.

The financial reports were circulated prior to the meeting via email.

The financial reports were approved as circulated and filed for audit.

Committee / Subject Reports:

1. Friends of the Library: Received two grants which they used for shelving. Next book sale is December 13 & 14.
2. Maintenance: The basement of the annex flooded , probably due to failure of the single sump pump. Replacing with new pump with additional battery backup. Only minor damage to the drywall bottoms of which are being replaced.
3. Director's Report: Jane Vierling's retirement open house is November 19 to celebrate her 35 years with library. The board decided upon a gift for her.

Strategic Focus:

8. Board Composition: Ollier and Masavage will be renewed. Pete Mack has served 4 terms and a new board member will be needed to replace him.
9. Disposal of Obsolete Items: A motion was made to discard old office equipment. (Ollier/Masavage) Approved.
10. Arts and Innovation:
 - f. Funding Committee: Grant discussion was had. Seeking capital campaign funds from other sources such as the Rising Sun Regional Foundation.
 - g. Lease Building Corporation: Three people are to be contacted to serve: Paul Satchwill, Dan Schantz and Anne Amrhein.
 - h. PKO Meeting Review : Mark Masavage, Jeff Ollier, Jamie Schantz and Kim brought the board up to date on the progress the building design and the budget process. We are still on schedule to break ground in March 2025

Public Comment: none.

Adjournment: A motion was made by Mark Masavage, seconded by Dana Cassidy.

Next regular meeting: **Wednesday, November 20, 5:00 pm**



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Minutes for November 20, 2024 Executive Session

Call to Order: Thomas Barnett, vice president, called the meeting to order @ 5:00 P.M.

Members and guests present: Thomas Barnett, Pete Mack, Mark Masavage, Jeff Ollier, and Jamie Schantz.

Director: Kim Porter

Evaluations:

1. Staff – discussion was had about staff performance and evaluations
2. Director- discussion was had about the Director's performance and evaluation

Adjournment: A motion was made by Mark Masavage, seconded by Jeff Ollier.



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Minutes for November 20, 2024

Call to Order: Thomas Barnett, Vice President, called the meeting to order @ 5:30 PM

Members and guests present: Thomas Barnett, Pete Mack, Mark Masavage, Jeff Ollier, and Jamie Schantz.

Members of the public/Guests: Rick Rush (Veridus Group) and Elvira Sun (FOL)

Director: Kim Porter

Minutes:

Minutes were circulated prior to the meeting via email.

Minutes were approved as circulated and amended and filed for audit.

Claims and Financial reports:

The financial reports were circulated prior to the meeting via email.

The financial reports were approved as circulated and filed for audit.

Committee / Subject Reports:

1. **Friends of the Library :** Next book sale September 13&14. The Friends are sponsoring 3 programs this winter for the library: Christmas activity bags, Winter Reading Challenge and Batesville READS 2025
2. **Maintenance:** minor plumbing repairs
3. **Director's Report:** previously submitted.

Strategic Focus:

1. **2025 Holiday/Staff Training:** Handout listing holidays and staff training dates was shared. A motion was made to accept the dates as submitted. Motion passed.
2. **2025 Staff Salary Resolution:** A 3% increase for all staff, no pages, recommended for 2025. Motion by Jeff and seconded by Pete.

3. 2024 End of Year Staff Bonuses: \$5,000 bonus for the director and \$5,000 to be divided by the director between the staff based on their performance evaluations. Motion made to approve by Jeff and seconded by Mark.
4. Mobile Hotspot Policy Update: New policy reflects changes is cost and minor updates. Motion to approve by Pete and seconded by Jamie
5. Arts and Innovation Hub
 - a. Concerning BAAC and Rockwood Foundation MOUs – Tabled
 - b. Lease Building Corporation - Tabled
 - c. Building and Funding Update: Rick Rush of Veridus shared updates about the project and the READI 2.0 grant. LEI dollars are still on the table and are reflected in the budget for READI. There is no timeline as to when we will find out about this funding.
 - d. Project schedule for upcoming meetings:
January 27- page turn
February 4- follow up to page turn

Public Comment: none.

Adjournment: A motion to adjourn was made by Mark Masavage, seconded by Pete Mack.

Next regular meeting: **Wednesday, December 18 5:00 pm**



**Batesville Memorial Public Library
Board of Trustees**

The mission of the Batesville Memorial Public Library is to help the people of the community in their pursuit of information and education, as well as vocational and recreational endeavors, by providing current materials, services, and programs.

Minutes for December 18, 2024

Call to Order: Mark Stenger called the meeting to order @ 5:00 P.M.

Members and guests present: Mark Stenger, Pete Mack, Mark Masavage, Jeff Ollier, Thomas Barnett, Dana Cassidy and Jamie Schantz.

Members of the public/Guests: Elvira Sun and Elizabeth Nobbe FOL

Director: Kim Porter

Minutes:

Minutes were circulated prior to the meeting via email.

Minutes were approved as circulated and amended and filed for audit

Claims and Financial reports:

The financial reports were circulated prior to the meeting via email.

The financial reports were approved as circulated and filed for audit.

Committee / Subject Reports:

1. **Friends of the Library:** reported same slate of officers. They made over \$1,000 from book sale. Next sale is in March.
2. **Maintenance:** one more clean out of Children's restroom pipes. This is a continuing issue.
3. **Director's report:** previously submitted. Hotspot problem reviewed, renewing service with T-Mobile.

Strategic Focus:

1. **Resolution to Transfer Funds between Maj. Cat:** Budget appropriations were transferred to reflect no negative line-item balances.

2. Election of officers: Voted to have Pete Mack become a nonvoting member and continue his role as treasurer of the board. Motion by Jeff Ollier and seconded by Dana Cassidy.
3. Disposal of obsolete items: Motion to discard obsolete computer made by Mark Stenger and seconded by Mark Masavage.
4. Insurance Renewal: Due to rising rates a discussion of property and casualty replacement costs was had. We are seeing an increase of \$1,145/year if we continue at a deductible of \$2500. If we raise the deductible to \$5000 it will increase by \$700. Motion made to go with \$5,000 deductible and decrease our costs. Motion made by Jeff Ollier and seconded by Dana Cassidy.
5. Arts and Innovation Hub: Kim reviewed the MOUs from the Batesville Area Arts Council and the Rockwood Foundation. Mark Masavage made motion to accept, and Thomas Barnett seconded.
6. Building and Funding Updates. Kim reported on grants and donations received so far.

Public Comment: none.

Motion to adjourn: A motion to adjourn was made by Pete Mack and seconded by Mark Masavage.

Next regular meeting: **Wednesday, January 22, 2025 5:00 pm**