

**OFFICIAL RECORDS OF
THE ALLEN COUNTY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

Meeting of January 27, 2022 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in regular session on Thursday, January 27, 2022 at 3:00 p.m. at the Main Branch Library. Present: Mr. Eisbart presiding, Mr. Castleman, Mr. Seifert, Ms. Shamanoff, Mr. Moss, and Mr. Williams. Ms. Tucker was absent.

ADOPTION OF THE AGENDA

Prior to the adoption of the agenda there was an observance for a moment of silence for former Board of Trustees member Alan McMahan.

On the motion of Mr. Castleman, the agenda was adopted as presented. Roll call vote was recorded:

Mr. Castleman – Aye.
Mr. Eisbart – Aye.
Ms. Shamanoff – Aye.
Mr. Seifert – Aye.
Mr. Williams – Second.

APPROVAL OF MINUTES

- a. Minutes of Capital Projects Committee Executive Session December 14, 2021.**
- b. Minutes of Regular session December 16, 2021**
- c. Minutes of Executive session December 16, 2021**
- d. Minutes of Capital Projects Committee Executive Session January 3, 2022**
- e. Minutes of Special Meeting January 5, 2022**
- f. Minutes of approval of claims January 14, 2022**

On the motion of Mr. Seifert, the minutes of the preceding meetings were approved.

Mr. Castleman – Second.
Ms. Shamanoff – Aye.
Mr. Seifert – Aye.
Mr. Eisbart – Aye.
Mr. Williams – Aye.

FINANCIAL REPORT

Mr. Sedestrom stated that the reports were in the packet and they had been modified to reflect the transfers that were done. None of the lines were in trouble, because it was the last one of the year. The only one that went over was vehicle fuel by about \$1000 and that was due to a spike in fuel prices. Spending was lower because of the Covid impact. We're in the process of closing the year out. The Board of Finance Report will show that we are still suffering from very low

interest rates. Last year the yield was about .565% and this year it is .231%. We keep everything invested, and we're still getting the best rates.

On motion of Mr. Williams, the financial report was accepted.

Mr. Castleman – Aye.
 Ms. Shamanoff – Aye.
 Mr. Seifert – Second.
 Mr. Eisbart – Aye
 Mr. Williams – Aye.

APPROVAL OF CLAIMS

Mr. Sedestrom stated that there are a few large ones, the transfer of funds into the Self-Insurance fund for the employer contribution. There were quite a few expenses for library material purchases, and a large payment for the work being done in the Early Learning Center for the remodel.

On motion of Mr. Castleman, the claims were accepted.

Mr. Castleman – Aye.
 Ms. Shamanoff – Aye.
 Mr. Moss – Aye.
 Mr. Seifert – Second.
 Mr. Eisbart – Aye.
 Mr. Williams – Aye.

Wires

12/27/21	Bank of New York Bond Payment		<u>\$ 2,343,000.00</u>
		Wires Subtotal:	\$ 2,343,000.00

EFT	12/22/21	PERF Contributions PR #26	\$ 55,568.50
	12/20/21	Medical claims from PHP TPA Services for 12/22/2021	\$ 282,949.36
	12/29/21	Medical claims from PHP TPA Services for 12/31/2021	\$ 118,088.00
	01/07/22	PERF Contributions PR #1	\$ 58,587.82
	01/14/22	Old National – HSA	\$ 7,916.71
	01/14/22	PERF Contributions PR #2A Wellness Points	<u>\$ 11,145.91</u>
		EFT Subtotal:	\$ 543,256.30

Payroll

	12/22/21	gross \$456,287.64	net \$ 325,386.32
		Payroll Taxes	<u>\$ 117,604.86</u>
		Payroll Subtotal:	\$ 442,991.18
	01/07/22	gross \$479,550.16	net \$ 341,103.06
		Payroll Taxes	<u>\$ 123,821.80</u>
		Payroll Subtotal:	\$ 464,924.86

01/14/22		gross \$79,722.68	net \$ 64,667.98
	Payroll Taxes		\$ 19,791.38
		Payroll Subtotal:	\$ 84,459.36

Accounts Payable Check Batches:

(See "Check Register" for detail of total)

Star Bank general	12/29/21	#239009 - #239090	\$ 228,222.30
operating accounts	01/07/22	#239091 - #239097	\$ 20,580.46
	01/14/22	#239098 - #239175	\$ 449,000.49
	12/29/21	AP EFT #12292021-001 - #12292021-012	\$ 547.94
	01/14/22	AP EFT #01142022-001 - #01142022-014	\$ 641.53
Less VOIDS:		#237331, #238523, #238585 & #238247	\$ (21,480.00)
		Star Bank Subtotal:	\$ 677,512.72
		Accounts Payable Check Batches Subtotal:	\$ 677,512.72
		Grand Total:	\$ 4,547,144.42

Resolution #2022-1 to carry forward certain encumbrances to 2022

Mr. Sedestrom stated that this is an annual action by the Board. The resolution allows the carry forward any contracts or commitments at the end of the year so that they are appropriated in the following year. This resolution has to be done in order to pay for the 2021 expenses which will be paid in 2022. \$687,849.82 is the total, \$468,378.54 is in the General fund, and \$219,471.28 is in the Gift fund.

On motion of Ms. Shamanoff, the Resolution #2022-1 to carry forward certain encumbrances to 2022 was accepted.

Mr. Castleman – Aye.
 Ms. Shamanoff – Aye.
 Mr. Moss – Aye.
 Mr. Seifert – Aye.
 Mr. Eisbart – Aye.
 Mr. Williams – Second.

COMMITTEE REPORTS

a. Capital Projects:

Mr. Seifert reported that they are moving forward with the public input on the Facilities Master Plan. The plan was presented in a special meeting on 1-05-2022, and a live stream discussion with the consultants occurred on 1-10-2022. Links to the meetings and more information is

available at <https://www.youracpl.org/>. He encouraged everyone in the public to watch it prior to completed the survey. Currently there have been 615 surveys completed, and more are needed. There was an open house at the Georgetown branch on 1-24-2022. The next one will be held at the Aboite branch on 1-31-2022 at 6:00 pm. The plan is for the Board to adopt a final Facility Master Plan on 4-7-2022.

Update on OSHA Emergency Temporary Standard

Mr. Storer spoke regarding the potential federal COVID vaccine mandate. Management had prepared to implement a vaccine and/or testing policy if needed, however on 1-13-2022 the Supreme Court struck down that plan. The Biden administration subsequently withdrew it. Because of these rulings, ACPL is not proceeding with a policy regarding mandatory vaccines and/or testing for staff.

Director's Report

Ms. Baier said that ACPL had its opening of the Rolland Center for Lincoln Research, and it is open to the public now seven days a week. It was very warmly received, and people are wowed by it. She thanked Curt Witcher and his team for all of their hard work creating this wonderful experience for the community. Also Mr. Witcher was a guest speaker at the Rotary Club this week, and did a fantastic job.

This Saturday is Winterval which is a collaboration with FW Parks and Recreation. There will be a live demonstration of an ice sculpture carving.

Yesterday, Ellen Cutter from Greater Fort Wayne, Inc. attended the Senior Staff meeting and she spoke about "Allen County Together" Plan.

ACPL is continuing modified services due to the COVID Code Red status. Despite being in Code Red status and staffing shortages, seven day a week library services are still being offered. So far for the month of January 2022, we have had 52 employees out for COVID related reasons.

NEW BUSINESS

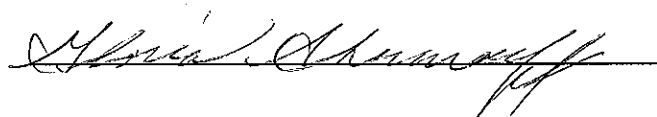
No new business.

PUBLIC COMMENT

No public comments to be addressed during the board meeting were received via trustees@acpl.info or sign in sheet.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 3:17 p.m.

 **Gloria Shamanoff, Secretary**