The Library Board of Trustees Meeting of the Shelby County Public Library was called to order at 6:34 pm by Gina Bishop.

Present
- Gina Bishop, President
- Brian Brammer, Treasurer
- Bambi Garrison, Vice President
- Justin Stenger, Member
- Debra Tracy, Secretary
- Gayle Wiley, Member
- Janet Compton, Member (arrived at 7 pm)

Non-Voting Members Present
- Brandy Graves, Library Staff
- Janet Wallace, Library Director
- Hannah Gunnell, The Shelbyville News

Not Present
- Janet Compton, Member

Budget Hearing
Open the public meeting for Budget at 6:31 pm.
Motion to Approve: Gayle
2nd: Brian
All in favor

Adjourn adoption of the budget at 6:32 pm.

September Minutes Approval
Motion – Gayle Wiley, with deleted “via Zoom” for Debra and Janet
2nd – Bambi Garrison
All Approved

Treasurer’s Report Approval
Motion – Justin Stenger
2nd – Debra Tracy
All Approved

Check Register Approval
Motion – Debra Tracy
2nd – Gayle Wiley
All Approved

**Librarian’s Report**
A. State Library has several options for Library Boards that we can look at to host a Board Retreat.
B. Gina, Gayle, and Janet attended the gala to receive the award given to Library, OMS, and Runnebohm.
C. The Family History Fair was a success last Saturday, 10/1/22.
D. The Heating and air guy has done a lot of work but still has some more work to do. Need: install a thermostat that isn’t working properly; there’s an exhaust fan that isn’t working; the belt on the roof needs replaced. It will be about $3,000 worth of work.
E. Working on the beginnings of the Strategic Plan. We plan to have something to present to the Board at the November Board Meeting.

**Correspondence**
A. We had visitors from Thorntown to view our renovation and we received a thank you note from the librarians who visited.
B. We had an ARPA final report due. We received a kind response from the State Library (Angela Fox) on all we have accomplished.

**Old Business**
A. Disaster Plan
   a. With the correction of the date and hyphenating ‘reenter’:
      Motion: Justin Stenger
      2nd: Brian Brammer
      All approve

**Policy Reviews**
A. Remote Printing Policy
   a. This policy applies to those who need to print something from their email that they cannot access on a computer (due to not remembering their password or other possible reasons).
      Motion: Gayle Wiley
      2nd: Bambi Garrison
      All approve

**New Business**
A. Email Server Update
   a. We want to go with this server due to cybersecurity. Just this past week there was a huge zero-day exploit with Exchange, which is what we currently use. We are a prime target for attacks.
   b. Office 365 is cloud based and more secure for us. They are not typically a target due to not being able to get much from attacking
them as when they do, they can't get to company's personal information.
c. We are on an older system: Exchange 2019.
d. Cost is $5,600 – a one-time large cost, but a monthly fee will follow.
e. Accounting would stay on our server as well as security cameras, printers, and other local things. AVC will keep their monthly fee of $414, part of which goes to 365.
f. Money to be taken out of LIRF.
   Motion to approve – Brian Brammer
   2nd – Debra Tracy
   All Approve

B. New Phone System
   a. Phone system is outdated and failing. They don’t make them anymore. The monthly price is the exact same.
   b. $5,702 one-time fee to upgrade both branches. The phone bill will remain the same.
   c. This would be through AVC again.
      Motion – Justin Stenger
      2nd – Brian Brammer
      All Approve

C. Cat’s computer at Morristown is dying and needs to be replaced. It will be $1,560 to replace the staff computer.
   Motion – Debra Tracy
   2nd – Janet Compton
   All Approve

D. K-Log Bill
   a. We ordered some chairs and they were back ordered. They finally came in.
   b. $7,850.11 for everything and will come out of the bond.
   c. Church that was here on Saturday provided the food. The library covered the cost of the meals for Moon Cave Ramblers. $48
   d. Need approval to pay.
      Motion – Brian Brammer
      2nd – Justin Stenger
      All Approve

E. Audit
   a. Had exit interview today.
   b. Nothing to be reported as far as any negative comments with SBA.

Meeting Adjourned
Meeting Adjourned: 7:40 pm

Next Meeting
November 3, 2022 @ 6:30 pm, at the Morristown Branch; with Executive Session at 6:00 pm

Minutes Approved

_____________________________________   __________________
Secretary        Date