

MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL) ON
MARCH 13, 2024.

The Board of Trustees of the Eckhart Public Library met on March 13, 2024 at 6:00 pm. in the Learning Lab at the William H. Willennar Genealogy Center, 700 South Jackson Street, Auburn, IN. The media and public received proper notice, pursuant to **I.C. § 5-14-1.5-5**.

President Barbara Morrow presided and called the meeting to order at 6:00 pm.

BOARD OF TRUSTEES

Members of the Board of Trustees present by roll call were David Brown, Connie Fullerton, Pete Kempf, Amy Norton, Barbara Morrow, William Schaab. Nora Schwartz arrived at 6:20. Absent: None.

Also present: Executive Director Valerie Simmons, Business Operations & Finance Manager Martha Rubrake, Business Operations & Finance Assistant Manager Luke Martin, and Public Services Programming Supervisor Karen Nesius Roeger.

RECOGNITION OF VISITORS

Atticus Brown, Angie Mapes Turner

SECRETARY'S REPORT

Board Member Kempf moved to approve the minutes from the February 14, 2024 meeting. Board Member Norton provided the second.

The motion to approve the February 14, 2024 minutes as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz— .

FINANCIAL REPORT

Treasurer Schaab, working with the Finance Team, determined that \$600,000 will be transferred from Operating and \$100,000 from Gift & Memorial to TrustIndiana because of current interest rates and earnings for the library.

Treasurer Schaab moved to approve the financial report as presented. Secretary Fullerton provided the second.

The motion to approve the financial report as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz— .

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Resolution for the proposed transfer of the 2024 Operating Budget appropriations.

Board Member Kempf moved to approve Resolution 2024-02 as presented. Vice President Brown provided the second.

The motion to approve Resolution 2024-02 as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz— .

CLAIMS AUTHORIZATION

Presented claims from February 15, 2024 through March 13, 2024 for the payment of payroll, operating, and Gift & Memorial in the amount of \$166,506.87.

Treasurer Schaab moved to authorize payment of the vouchers as presented in the amount of \$166,506.87. Board Member Kempf provided the second.

The motion to approve the vouchers as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz— .

Board Member Schwartz arrived at the meeting at 6:20pm.

DIRECTOR'S REPORT

Director introduced Public Services Programming Supervisor Karen Nesius Roeger who presented on homeschool programming offered at our library. Social Science Surveyors is designed for middle and high school students. Eckhart Envoys is for K-5 students to learn about countries from around the world.

- Director provided an update on an Employee Assistance Program (EAP).

Board Member Kempf moved to approve the EAP program through Parkview. Board Member Schwartz provided the second.

The motion to approve the EAP program as presented carried 6 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

- Board President and Director were presented with an engagement letter from attorney Erik Weber.

Board Member Schwartz moved to approve retaining Erik Weber as legal counsel. Board Member Norton provided the second.

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The motion to approve Erik Weber as legal counsel as presented carried 6 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

- Revised Code of Conduct will be ready for April Board meeting

Vice President Brown left the meeting at 6:45pm.

- Director suggested moving the Board meeting location to the Close Room at the Main library as the space is more conducive to discussion and presentations. President Morrow suggested the meetings remain at Genealogy with anticipated large meetings to be held at Close Community Room at Main. Board Members agreed.
- Director proposed a half day staff training for Randy Duhamell's DPTS training. The training is a 4 hour Preventative Measures training for EPL staff including situational awareness, communicative skill sets, receptive listening, and reactionary distancing.
 - Proposed date that has been confirmed with Mr. Duhamell's availability: Thursday May 9, 2024 from 8:00 AM - 12:00 PM
 - Library will be open from 1:00 pm - 7:00 pm the day of the training.

Gifts and Grants:

Received a donation from PSI IOTA XI, Garrett Chapter, sorority.

COMMUNICATIONS and CORRESPONDENCE

There were none.

UNFINISHED BUSINESS

Board Member Kempf discussed what is happening nationally with lawsuits filed concerning eBook publishers. Director will see where Indiana stands and how it affects EPL.

NEW BUSINESS

- Reviewed the Meeting Room Policy

Board Member Schwartz moved to approve the Meeting Room Policy. Treasurer Schaab provided the second.

The motion to approve the Meeting Room Policy as presented carried 6 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

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PUBLIC COMMENTS

Angie Turner reported that the Eckhart Library Foundation will meet on April 22, 2024 at 5:00pm, location to be determined. She also reported that the Friends is checking into the cost of an AED machine for each building. This information will be shared with the Foundation and Director Simmons for possible payment using ELF gift funds.

Angie would like to meet with President Morrow and another board member and Director Simmons, Luke Martin and other interested staff to determine the needs of the library.

ANNOUNCEMENTS

The annual meeting of the Friends of Eckhart Public Library, Inc. will be March 19, 2024 at 6:30pm in the Assembly Room at Main.

The next regular meeting of the Board of Trustees will be held on April 10, 2024 at 6pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

Luke Martin reported that the Free Little Art Library is set to open in about three weeks. Our EPL art collection will be appraised in early June.

ADJOURNMENT

There being no further business to come before the Board of Trustees, **Treasurer Schaab moved to adjourn the meeting.** Board member Norton provided the second.

The motion to adjourn carried 5 to 0 by roll call vote of the Board: Brown----; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

Approved by the EPL Board of Trustees



Barbara O. Morrow, President

ATTEST:



Connie Fullerton, Secretary

David Brown, acting as Secretary