

MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL) ON
APRIL 10, 2024.

The Board of Trustees of the Eckhart Public Library met on April 10, 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, Pete Kempf, Amy Norton, Barbara Morrow, William Schaab. Absent: Connie Fullerton, Nora Schwartz.

Also present: Executive Director Valerie Simmons, Business Operations & Finance Manager Martha Rubrake, Business Operations & Finance Assistant Manager Luke Martin, and Public Services Manager Darcy Armstrong.

RECOGNITION OF VISITORS

Sherri Sible

SECRETARY'S REPORT

Treasurer Schaab moved to approve the minutes from the March 13, 2024 meeting. Board Member Kempf provided the second.

The motion to approve the March 13, 2024 minutes as presented carried 4 to 0 by roll call vote of the Board: Brown-aye; Kempf-aye; Norton-aye; Schaab-aye.

FINANCIAL REPORT

Board Member Kempf moved to approve the financial report as presented. Treasurer Schaab provided the second.

The motion to approve the financial report as presented carried 4 to 0 by roll call vote of the Board: Brown-aye; Kempf-aye; Norton-aye; Schaab-aye.

CLAIMS AUTHORIZATION

Presented claims from March 14, 2024 through April 10, 2024 for the payment of payroll, operating, EPL Gift & Memorial and WHW Gift & Memorial in the amount of \$148,374.35.

Vice President Brown moved to authorize payment of the vouchers as presented in the amount of \$148,374.35. Board Member Norton provided the second.

MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL) ON
APRIL 10, 2024.

The motion to approve the vouchers as presented carried 4 to 0 by roll call vote of the Board: Brown-aye; Kempf-aye; Norton-aye; Schaab-aye.

DIRECTOR'S REPORT

Director Simmons introduced Darcy Armstrong, Public Services Manager, who presented her experience at the Public Library Association (PLA) Conference held in Columbus Ohio, April 2-5, 2024. Darcy explained that the conference was one of the best she has ever attended. She found it affirming that our library is well positioned in national trends and efforts to best meet the needs of our community. The conference highlighted equity, diversity, inclusion, accessibility and belonging. She noted the focus on shared values and community well being as foundational to a healthy library culture. Information on accessibility was an important subject as one specific goal for EPL is to have the digital genealogy archives more accessible for patrons. Darcy shared the opening session speaker's theme was on workplace civility.

Other staff who attended the Public Library Association conference were Alan Sweeney, Emma Richey, and Alyson Roemer.

Staff highlight: Emma Richey had both of her presentation proposals accepted for the 2024 Ohio Valley Group of Technical Services Librarians (OVGTSL) annual conference taking place late May. She will be presenting on cataloging foreign language materials and creating patron-friendly genealogy collections. This will be the second OVGTSL conference Emma was asked to be a presenter.

EPL partnered with the Bowen Center and Department of Children's Services again this year to highlight the importance of Child Abuse Awareness month with the placement of pinwheels around the main library building. The pinwheels will remain through the month of April. President Morrow questioned if there were brochures available for patrons as well as the signs on the outside explaining this display.

The Employee Assistance Program (EAP) through Parkview began April 1, 2024 for all staff members. In-person training will be provided by Parkview EAP at the staff meeting on June 13, 2024.

Summary provided on the planning meeting with ELF President Angie Mapes Turner and Board President Barb Morrow on April 3, 2024. Also attending were Janelle Graber from ELF and Luke Martin from EPL. During this meeting, the group discussed and prioritized future plans for the library.

MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL) ON
APRIL 10, 2024.

Director Simmons began the 6-week American Library Association (ALA) course on library budgeting April 1, 2024. She also availed herself of other professional development opportunities since the March 13, 2024 board meeting, including:

- Indiana Youth Institute (IYI) State of the Child presentation March 27, 2024
- Auburn Redevelopment Commission meeting (including Tax Increment Financing overview) on April 2, 2024
- Trust IN seminar on April 4, 2024

Personnel:

- Reported that Maintenance & Safety Coordinator Dan Braun resigned effective April 3, 2024.
- Reported that Public Services Specialist Dorian Underwood resigned effective March 19, 2024.
- Posting for 2 summer intern positions currently. Interviews are being scheduled.

Gifts and Grants:

Donation received from former EPL employee Gretel Smith designated for the Willennar Genealogy Center.

Donation from Sherri Sible to the library in memory of her Auburn High School Class of 1965 classmate, Nancy Cooper Moore.

COMMUNICATIONS and CORRESPONDENCE

Anonymous letter was received regarding Rebel Readers Book Club which will be held off site on April 18, 2024 at 9th Street Brew in Auburn. Review of the program's purpose was discussed and its alignment with the library's Programming Policy was examined and affirmed.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

- Reviewed the Code of Conduct Policy

Board Member Kempf moved to approve the Code of Conduct Policy. Treasurer Schaab provided the second.

Auburn-Eckhart Public Library Board of Trustees regular meeting 4.10.2024.

MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL) ON
APRIL 10, 2024.

The motion to approve the Code of Conduct Policy as presented carried 4 to 0 by roll call vote of the Board: Brown-aye; Kempf-aye; Norton-aye; Schaab-aye.

PUBLIC COMMENTS

There were none.

ANNOUNCEMENTS

Luke Martin reported:

- Free Little Art Gallery (FLAG) will tentatively open in about three weeks
- Our EPL art collection will be appraised by Appraisal Associates International, LLC beginning late June
- Strawberries Around the Fountain, a major fundraising event for the Friends of the Library, will be held June 20 from 5-8 PM. Sponsorships are being received, and the community support for the event is greatly appreciated by the Friends.

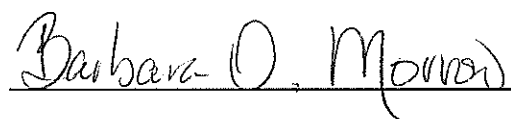
The next regular meeting of the Board of Trustees will be held on May 8, 2024 at 6pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

ADJOURNMENT

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

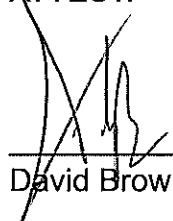
The motion to adjourn carried 4 to 0 by roll call vote of the Board: Brown-aye; Kempf-aye; Norton-aye; Schaab-aye.

Approved by the EPL Board of Trustees



Barbara O. Morrow, President

ATTEST:



David Brown, Secretary Pro Tem