

MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL) ON
MAY 8, 2024.

The Board of Trustees of the Eckhart Public Library met on May 8, 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, Barbara Morrow, Nora Schwartz, and William Schaab. Absent: Amy Norton.

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

RECOGNITION OF VISITORS

Sherri Sible

SECRETARY'S REPORT

Board Member Kempf moved to approve the minutes from the April 10, 2024 meeting. Secretary Fullerton provided the second.

The motion to approve the April 10, 2024 minutes as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Schaab-aye; Schwartz-aye.

FINANCIAL REPORT

Board Member Schwartz moved to approve the financial report as presented. Board Member Kempf 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; Schaab-aye; Schwartz-aye.

CLAIMS AUTHORIZATION

Presented claims from April 11, 2024 through May 8, 2024 for the payment of payroll, operating, and EPL Gift & Memorial in the amount of \$143,017.52.

Board Member Schwartz moved to authorize payment of the vouchers as presented in the amount of \$143,017.52. Treasurer Schaab 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; Schaab-aye; Schwartz-aye.

Auburn-Eckhart Public Library Board of Trustees regular meeting 5.8.2024.

DIRECTOR'S REPORT

Director Simmons invited Luke Martin, Business and Finance Assistant Manager and Friends Liaison, to speak about the Strawberries Around the Fountain event and its importance to the community and library.

Director publicly thanked Luke Martin for all the hard work done on this program.

The main library will remain open until 8:00 PM on June 20 for the Strawberries Around the Fountain event. Many staff plan to stay after to assist with clean-up.

Director Simmons attended the following meetings since the last meeting:

- LSC Directors Retreat on April 19
- Eckhart Library Foundation meeting on April 22
- Friends of Eckhart Public Library meeting on April 23
- MCLS meeting with Jenny Kobiela-Mondor on April 24

The Programming and Business & Finance Teams have revived the conversation regarding creating an outdoor, educational playscape under the Beech tree on 13th street. The goal of the playscape is to provide an open, educational outdoor space to encourage exploration and discovery.

The Maintenance Team, Assistant Business Manager Martin, and Director Simmons met with Sean Nolan from Sanctuary Native Landscapes on May 2 to review the landscaping to ensure proper care and maintenance. Mr. Nolan advised on areas that need attention, but was overall very pleased with EPL's native gardens.

The library is currently hosting tours for all 27 classes at McKenney-Harrison Elementary School. Each student receives a branded, drawstring bag with library information as well as a coupon for a free children's book at the Friends book sales. We thank the Friends for providing the coupons.

Director Simmons addressed the U.S. Department of Labor ruling to increase the minimum salary level for exempt employees in phases, the first being July 1, 2024. The July 1 salary threshold update will affect Supervisor (Grade 3) staff. These positions are currently exempt status; however, as of July 1, these staff will be classified as hourly employees. Simmons explained the policy currently in place for Comp Time use.

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Personnel:

- 2 seasonal support specialists positions have been filled.
 - Olivia Woodcox began April 27, 2024
 - Sam Steck will begin May 13, 2024
- In an effort to make the most of our staff expertise, the decision was made to reclassify our Janitorial Specialist Marty Fogle to Maintenance Specialist on April 22, 2024.
 - We have contracted Office Pride for an additional 2 days a week to provide janitorial services for our campus.

Gifts and Grants:

Donation from Sherri and Gary Sible to the library in memory of Helen Wappes who passed away April 22, 2024.

Donation of 8 framed art pieces with local and state significance to EPL from the estate of Helen and George Wappes by daughter Molly Krasoff.

Donation from Dr. Kenneth and Genie Lange of an original lithograph by artist John James Audubon. This is the thirteenth piece of art the Langes have given to EPL.

Donation of 50 memorial markers from Messenger Corporation for plant identification in the EPL native gardens. Former EPL Board Member Lisa Conrad designed the signage.

COMMUNICATIONS and CORRESPONDENCE

None.

UNFINISHED BUSINESS

Board Member Kempf reported on the Rebel Readers Book Club that he attended.

NEW BUSINESS

Reviewed the Acceptable Technology Use Policy per IC 36-12-1-12.

Vice President Brown moved to approve the Acceptable Technology Use Policy as presented. Treasurer Schabb provided the second.

The motion to approve the revised Acceptable Technology Use Policy as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Schaab-aye; Schwartz-aye.

PUBLIC COMMENTS

There were none.

ANNOUNCEMENTS

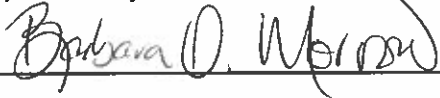
The next regular meeting of the Board of Trustees will be held on June 12, 2024 at 6pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

ADJOURNMENT


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

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

Approved by the EPL Board of Trustees



Barbara O. Morrow, President

ATTEST: 

Connie Fullerton, Secretary