

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

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

Also present: Executive Director Valerie Simmons, Business Operations & Finance Manager Martha Rubrake, Business Operations & Finance Assistant Manager Luke Martin, Technical Services Manager Lisa Rigsby, and Technical Services Supervisor Emma Richey .

RECOGNITION OF VISITORS

Sherry Sible

SECRETARY'S REPORT

Board Member Schwartz moved to approve the minutes from the June 12, 2024 meeting. Treasurer Schaab provided the second.

The motion to approve the June 12, 2024 minutes as presented carried 5 to 0 by roll call vote of the Board: Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

FINANCIAL REPORT

Treasurer Schaab 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: Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

CLAIMS AUTHORIZATION

Presented claims from June 13, 2024 through July 10, 2024 for the payment of payroll, EPL Operating, EPL Gift & Memorial, and WHW Gift & Memorial in the amount of \$179,110.84

Board Member Schwartz moved to authorize payment of the vouchers as presented in the amount of \$179,110.84. Board Member Norton provided the second.

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

DIRECTOR'S REPORT

Director Simmons introduced Lisa Rigsby and Emma Richey who presented about the Genealogy collection reorganization and relabeling project.

The newest addition to the Eckhart Public Library - the Free Little Art Gallery (FLAG) - was featured in the newspaper on July 2. Our FLAG was created and designed by Hector Gonzalez from Grand Rapids, Michigan, who made use of the original library roof tiles and replicated the stained glass window designs and other elements from the library. The FLAG is sponsored by Garrett Museum of Art, and we thank Angela Green for her continued support of and partnership with the library.

Work is progressing on the 2025-2027 Strategic Plan. Results of the survey will inform next steps. As of Tuesday July 9, 125 community survey responses and 16 youth survey responses have been received.

Director Simmons provided an update on the current status of the John Martin Smith collection. The library will return the loaned collection to the family by the end of 2024.

Auburn Abstract Company reached out to the library and inquired about donating a collection of abstracts to us. They are merging with a Kendallville company and cannot keep the materials. This type of historical resource would be valuable to our collection. The company dates back to the 19th century and has information about property transfers that would aid staff and patrons researching a property's history. The library is working with Auburn Abstract to relocate the abstracts to the Willenar Genealogy Center archives.

2025 Budget Season:

- Director Simmons will present on behalf of the library at the August 6 Auburn City Council meeting in preparation for the fall budget public hearing.
- Date of the 2025 Budget Public Hearing: August 14, 2024 at 6:00 PM
- Date of the 2025 Budget Adoption: September 11, 2024 at 6:00 PM
 - Note that there MUST be a quorum for both the hearing and the adoption meetings.

Director Simmons invited Luke Martin to speak about the Strawberries Around the Fountain event and to present updates on the art appraisal process with Sharon Theobald.

Personnel:

Katie Smith began employment as a Seasonal Support Specialist on July 1, 2024.

Gifts and Grants:

None received.

COMMUNICATIONS and CORRESPONDENCE

Letter received from the Indiana State Library and Historical Board stating that EPL is in compliance with all Public Library Standards (590 IAC 6) for 2023.

UNFINISHED BUSINESS

Director Simmons provided a proposal for Board consideration to provide 4 hours of PTO to the staff members who either used PTO or went unpaid for the hours scheduled to work when the library closed due to the power outage on May 25, 2024. Moving forward, the updated policy on emergency closures is in place and will account for situations such as this in the future.

Board Member Schwartz moved to approve the addition of 4 hours of Paid Time Off (PTO) for staff members affected by the May 25 emergency closing as presented.

Treasurer Schaab provided the second.

The motion to approve the 4 hours of Paid Time Off (PTO) for staff members affected by the May 25 emergency closing as presented carried 4 to 0 by roll call vote of the Board: Fullerton-aye; Norton-aye; Schaab-aye; Schwartz-aye.

NEW BUSINESS

None.

PUBLIC COMMENTS

None.

ANNOUNCEMENTS

The meeting of the Board of Trustees for the 2025 Budget Hearing will be held on August 14, 2024 at 6:00pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

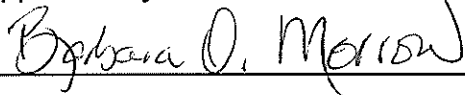
The next **regular meeting** of the Board of Trustees will be held on August 14, 2024 at 6:15pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

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 4 to 0 by roll call vote of the Board: Fullerton-aye; Norton-aye; Schaab-aye; Schwartz-aye.

Approved by the EPL Board of Trustees



Barbara O. Morrow, President

ATTEST: 

Connie Fullerton, Secretary