

AUGUST 14, 2024 MINUTES OF THE **REGULAR** BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL).

The Board of Trustees of the Eckhart Public Library met on August 14, 2024 at 6:15 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 6:15 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 and Nora Schwartz. Absent: none.

Also present: Executive Director Valerie Simmons, Business Operations & Finance Manager Martha Rubrake, Business Operations & Finance Assistant Manager Luke Martin, and from Community State Bank, Deb Blair, Abby Cable, and Lindsay Shook.

RECOGNITION OF VISITORS

None.

SECRETARY'S REPORT

Treasurer Schaab moved to approve the minutes from the July 10, 2024 meeting. Board Member Kempf provided the second.

The motion to approve the July 10, 2024 minutes 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.

FINANCIAL REPORT

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

The motion to approve the financial report 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. .

CLAIMS AUTHORIZATION

Presented claims from July 11, 2024 through August 14, 2024 for the payment of payroll, EPL Operating, and EPL Gift & Memorial in the amount of \$166,327.40.

Board Member Schwartz moved to authorize payment of the vouchers as presented in the amount of \$166,327.40. Board Member Norton provided the second.

Auburn-Eckhart Public Library Board of Trustees regular meeting 8.14.2024.

AUGUST 14, 2024 MINUTES OF THE **REGULAR** BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL).

The motion to approve the vouchers 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.

DIRECTOR'S REPORT

Director Simmons, Treasurer Schaab, Business and Finance Manager Martha Rubrake and Business and Finance Assistant Manager Luke Martin have continued the process of exploring different options for EPL's banking service. A proposal was shared to move all checking and money market accounts for Operating and Gift & Memorial from PNC to Community State Bank (Avilla). Representatives from Community State Bank were present and answered questions about their banking products and services.

Treasurer Schaab moved to approve Resolution 2024-03 to move checking and money market accounts to Community State Bank. Board Member Norton provided the second.

The motion to approve the resolution 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.

Work is progressing on the 2025-2027 Strategic Plan. Results of the 200+ responses to the survey have been organized and priorities are being assessed. Next steps will be to work with staff to establish specific strategies. Progress will continue to be reported to the Board.

The abstracts from Auburn Abstract Company have been received and are now located in the Willenar Genealogy Center archives.

The John Martin Smith collection materials currently housed at the MTI warehouse will be moved to a multi car garage owned by Thompson Smith on October 12, 2024, thereby fulfilling the library's agreement with the family to digitize this significant collection.

Maintenance Updates:

- Additional outdoor lighting was installed at Main for areas needing additional illumination for safety purposes.
- New carpet squares were installed to replace the worn ones in The Secret Garden.
- Men's and Women's restroom signs have been replaced with general "Restroom" signs to provide additional access to the limited number of public restrooms at the main library.

AUGUST 14, 2024 MINUTES OF THE **REGULAR** BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL).

2025 Budget Season:

- Director Simmons presented on behalf of the library at the August 6 Auburn City Council meeting in preparation for the fall budget public hearing.
- Reminder that the 2025 Budget Adoption meeting is September 11, 2024 at 6:00 PM
 - Note that there must be a quorum for the adoption meeting.

Personnel:

Sam Steck and Olivia Wilcox completed their summer internships the week of August 6. Olivia Wilcox will return during college breaks.

Gifts and Grants:

Received \$11,000.00 from Friends of EPL for the proceeds to Strawberries Around the Fountain. These funds will be used to support library programming.

Received \$25,000 from Eckhart Library Foundation for the quarterly grant and \$7,015 to cover art appraisal fees.

COMMUNICATIONS and CORRESPONDENCE

Director Simmons received a letter recognizing Olivia Wilcox's excellent customer service.

UNFINISHED BUSINESS

Fountain update: Votow Electric worked with Luke and was able to correct an electrical issue with the control system. The fountain has been running well since that time.

Director Simmons invited Luke Martin to speak about the art appraisal conducted by Appraisal Associates International, LLC - Sharon Theobald. EPL's insurance value appraisal has been completed. Martin discussed future arts programming plans for 2024 and 2025.

NEW BUSINESS

None.

AUGUST 14, 2024 MINUTES OF THE **REGULAR** BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL).

PUBLIC COMMENTS

None.

ANNOUNCEMENTS

The meeting of the Board of Trustees for the **2025 Budget Adoption** will be held on September 11, 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 September 11, 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 6 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye; Schwartz-aye.

Approved by the EPL Board of Trustees

Barbara O. Morrow

Barbara O. Morrow, President

ATTEST: Connie Fullerton

Connie Fullerton, Secretary