

OCTOBER 9, 2024 MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL).

The Board of Trustees of the Eckhart Public Library met on October 9, 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. Absent: Nora Schwartz

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

RECOGNITION OF VISITORS

There were none.

SECRETARY'S REPORT

Board Member Kempf moved to approve the minutes from the September 11, 2024 Public Hearing and Regular meetings. Board Member Norton provided the second.

The motion to approve both of the September 11, 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.

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

CLAIMS AUTHORIZATION

Presented claims from September 12, 2024 through October 9, 2024 for the payment of payroll, EPL Operating, and EPL Gift & Memorial in the amount of \$141,057.30.

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Treasurer Schaab moved to authorize payment of the vouchers as presented in the amount of \$141,057.30. 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: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye.

DIRECTOR'S REPORT

Staff member Fyo Wheeler, Public Services Specialist, spoke on his extensive work on a project to document all cemeteries in DeKalb County. This project will ultimately be a website and an accompanying book with documentation of all the county cemeteries and their status, condition, accessibility, as well as whom to contact with questions. Fyo's work on this project has helped the Indiana State Library with research questions at least twice in the last year.

Staff member and artist Tiegan Blasch painted a bookshelf mural in the Children's Department. The supplies were paid for as part of the *Enhancing Eckhart 1,000 Books Before Kindergarten Program* grant from the Community Foundation DeKalb County.

The Wellness Committee refresh of the staff lounge in the Annex has been completed. We are still waiting on painting estimates for the first floor of the Annex.

The accounts at Community State Bank (CSB) are set up, some funds have been transferred, and checks are in hand. Our goal is to close the PNC accounts by Dec. 1, 2024.

EPL is participating in the Giving Tuesday program at Community Foundation DeKalb County, an annual fundraising competition to help grow endowment funds. Fundraising efforts began October 2 and will run through November 22, 2024.

Chuck Knox is touching up paint on the surface of the fountain the week of October 7, 2024.

The John Martin Smith collection will be returned to the family on Saturday, October 12, 2024. EPL has been extremely fortunate to have the time with the collection to digitize and make available important pieces of local history. The family is coordinating with Curt Witcher, Manager of the Genealogy Center and Director of Special Collections at Allen County Public Library and Sam Grate and Madison Auten from the Auburn Cord Duesenberg Museum, to receive some materials from the collection pertaining to their unique interests.

Director Simmons had the opportunity to present as the guest speaker at the Ladies' Literary Club of Auburn - Officers' Day luncheon on October 8, 2024.

Strategic Plan for 2025-2027 update given by Director Simmons.

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Personnel:

Emma Goodman withdrew her acceptance of an offer of employment for a part-time Public Services Specialist.

Jane Foster has accepted the position of part-time Public Services Specialist with her first day scheduled for Friday, October 11, 2024.

Sarah Geiger has accepted the position of part-time Public Services Specialist pending background check.

Gifts and Grants:

CFDC - AWS Accessible Communities Grant submitted for the purchase and installation of sensory panels in the Children's Department.

2 reimbursements from Eckhart Library Foundation for the art program November 16, 2024.

Donation from Gary and Sherri Sible in memory of Kathleen Bassett (September 11, 2024), longtime volunteer for the library and member of the Friends of EPL.

Donation from Gary and Sherri Sible in memory of Sherri's Auburn High School classmates Donald Meschberger (July 23, 2024) and David Heffley (September 13, 2024).

Donation from Mike Farnsworth, CEO of Maguire Iron based out of Crawford, TX.

Donation of a Gustave Baumann "September" woodcut print from the James Whitcomb Riley book titled *All the Year Round* by Dr. Ken and Genie Lange.

COMMUNICATIONS and CORRESPONDENCE

Thank you note from Mike Farnsworth in appreciation of EPL staff being helpful and gracious.

Letter of thanks to Genealogy Supervisor Thomas Irwin from The Rolling Pins for the use of space for their meeting and for information shared to the group about what services are provided.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

Director Simmons presented a 2025 Holidays & Closed Days proposed schedule for the Board's consideration.

Board Member Kempf moved to authorize the 2025 Holidays & Closed Days schedule as presented. Vice President Brown provided the second.

The motion to approve the 2025 Holidays & Closed Days schedule as presented carried 5 to 0 by roll call vote of the Board: Brown-aye; Fullerton-aye; Kempf-aye; Norton-aye; Schaab-aye.

PUBLIC COMMENTS There were none.

ANNOUNCEMENTS

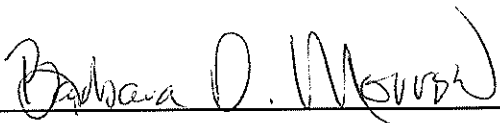
The next meeting of the Board of Trustees will be held on November 13, 2024 at 6pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

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

Approved by the EPL Board of Trustees



Barbara O. Morrow, President

ATTEST: 

Connie Fullerton, Secretary