

OCTOBER 8, 2025 MINUTES OF THE BOARD OF TRUSTEES OF ECKHART PUBLIC LIBRARY (EPL).

The Board of Trustees of the Eckhart Public Library met on October 8, 2025 at 6:00pm 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 6:00pm.

BOARD OF TRUSTEES

Members of the Board of Trustees present by roll call were: Connie Fullerton, Pete Kempf, Barbara Morrow, Amy Norton, William Schaab. Absent: David Brown, Nora Schwartz

Also present: Technical Services & Finance Specialist Rebecca Mann.

RECOGNITION OF VISITORS

Sherri Sible

SECRETARY'S REPORT

Board Member Norton moved to approve the minutes from the September 10, 2025 Budget Adoption and Regular meeting. Treasurer Schaab provided the second.

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

FINANCIAL REPORTS

Board Member Kempf moved to approve the financial reports as presented. Board Member Norton provided the second.

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

VOUCHERS AUTHORIZATION

Presented vouchers from September 11, 2025 through October 8, 2025 in the amount of \$237,164.02.

Secretary Fullerton moved to authorize the vouchers as presented. Board Member Norton provided the second.

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

DIRECTOR'S REPORT

(This information from Director Simmons was read by President Morrow): Baker & Taylor (B&T) announced this week that they will be shutting down, with operations to cease by the end of the year. EPL has had a long-standing partnership with B&T that has included rebuilding our collection post-fire; however, as B&T's ability to fulfill orders has decreased over the past few months, Technical Services has worked to ensure that collection development is impacted as little as possible, including taking the following actions:

- ordering from Amazon or directly from publishers when B&T stock is unavailable and pricing is comparable to B&T;
- investigating alternative vendors, such as BroDart and Ingram (and ultimately opting to begin purchasing through Ingram as soon as possible);
- ensuring that items currently backordered or cancelled through B&T are refunded (when possible), and that those funds will be spent by the end of FY 2025;
- facilitating an easy transition to Ingram by exporting relevant information (such as previously ordered materials and selector carts) from B&T for importing into Ingram's system.

Director Simmons received certification of Connie Fullerton's reappointment from the DeKalb Central School Board. Simmons has not yet heard from the DeKalb County Council regarding David Brown's reappointment.

Mitch Wilson from the State Board of Accounts had inquired to have a dedicated workspace at the library. His request has been withdrawn.

PHP Renewal Proposal received for the period 12/1/25 - 11/30/26. After review and discussion with EPL's broker Mark Benbow (Brown & Brown Insurance), Director Simmons and Business & Finance Manager Rubrake recommended the library continue with the proposed renewal plans and current employer contributions. The renewal increases, while slightly more than anticipated, are in line with our 2026 budget estimates.

Board Member Kempf moved to approve the PHP Renewal Proposal and employer contributions as presented. Treasurer Schaab provided the second.

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Motion to approve the PHP Renewal Proposal and employer contributions as presented carried 4 to 0 by roll call vote of the Board: Fullerton-aye; Norton-aye; Kempf-aye; Schaab-aye.

The updated Personnel Policy Handbook has been vetted by our lawyer and ready for final approval. Updates were discussed.

Treasurer Schaab moved to approve the Personnel Policy Handbook as presented.
Board Member Kempf provided the second.

Motion to approve the Personnel Policy Handbook as presented carried 4 to 0 by roll call vote of the Board: Fullerton-aye; Norton-aye; Kempf-aye; Schaab-aye.

Personnel:

None

Gifts and Grants:

Parkview Health donated \$625 for the Healthy Teen Grant.

Donation to Staff Association from the Friends of EPL.

Donation from DeKalb High School to EPL for their "Homecoming for a Cause" program. The King was Luke Keesler who chose the library as his charity.

The trust of Ollie Waid received a class action settlement which in turn was designated to be given to Eckhart Public Library, following Ollie's original wishes.

COMMUNICATIONS and CORRESPONDENCE

Thank you note received from EPL staff to the Board members for providing a tasty breakfast on the September 25, 2025 In-Service day.

Thank you note from DeKalb County Pride for participating in the Pride event.

UNFINISHED BUSINESS

American Leak Detectors continue to inspect the fountain. Additional information will be shared as it comes in.

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Director Simmons and Public Relations Manager Long Smith continue to meet with Eckhart Library Foundation on plans for outdoor seating.

The BigBelly trash and recycling containers obtained through an IDEM grant, will be delivered and placed on Monday, Oct. 13.

NEW BUSINESS

TABLED: The library received The Cincinnati Insurance Companies commercial package insurance renewal dated October 9, 2025 from Brown & Brown Insurance Agency, Inc. Updates are outlined in a letter shared with the Board.

TABLED: The library received The Cincinnati Insurance Companies Workers Compensation insurance renewal dated October 9, 2025 from Brown & Brown Insurance Agency, Inc.

The Board signed a thank you note to Dr. Ken and Genie Lange for their art donations.

PUBLIC COMMENTS

There were none.

ANNOUNCEMENTS

Giving Tuesday program through Community Foundation DeKalb County began October 6 and runs through November 21, 2025. Eckhart Public Library hopes to receive donations.

The Library is one of the drop-off locations for DeKalb County Toys for Tots. Donations will be accepted through December 6, 2025.

President Morrow thanked the Board for providing the breakfast items for the staff on September 25, 2025 In-Service day.

The next meeting of the Board of Trustees will be held on November 12, 2025 at 6:00pm at the Willennar Genealogy Center, 700 S. Jackson Street, Auburn, IN.

ADJOURNMENT

Auburn-Eckhart Public Library Board of Trustees meeting 10.8.2025.

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

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

Approved by the EPL Board of Trustees

Barbara Morrow

Barbara Morrow, President

ATTEST: Connie Fullerton

Connie Fullerton, Secretary

