

The Board of Trustees of the Eckhart Public Library met on February 11, 2026 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: David Brown, Connie Fullerton, Pete Kempf, Barbara Morrow, William Schaab, Nora Schwartz. Absent: Amy Norton.

Also present: Executive Director Valerie Simmons, Business & Finance Manager Martha Rubrake, Technical Services & Finance Specialist Rebecca Mann, Administrative Specialist Sherri Sible and Information Technology Manager Alan Sweeny.

### **RECOGNITION OF VISITORS**

There were none.

### **SECRETARY'S REPORT**

**Board Member Schwartz moved to approve the minutes from the January 14, 2026 meeting.** Board Member Kempf provided the second.

The motion to approve the 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 REPORTS**

**Board Member Schwartz moved to approve the financial reports as presented.** Treasurer Schaab provided the second.

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

### **VOUCHERS AUTHORIZATION**

Presented vouchers from January 15, 2025 through February 11, 2026 in the amount of \$239,305.00.

**Treasurer Schaab moved to authorize the vouchers as presented.** Board Member Schwartz 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.

### **DIRECTOR'S REPORT**

Director Simmons introduced Alan Sweeny, Information Technology Manager, to discuss privacy and security of our internal documents and patron information.

The 2025 Cash and Investments Combined Statement was published in *The Garrett Clipper* and *The Star* on February 10, 2026.

The Fee Schedule for 2026 will be delayed due to changes with the annual report at the Indiana State Library level.

Updated Internal Controls training documentation was collected from the Board members.

Simmons reviewed the requirements for Conflict of Interest reporting and distributed a Conflict of Interest form to the Board to sign.

Director Simmons requested that the library campus have a scheduled delayed opening of 10:00 AM for an extended staff meeting on March 12. Plans are for 2 presentations by the Eckhart Library Foundation and a community organization (yet to be determined). Also will be a public services training session by Public Relations Manager Jamie Long Smith.

**Board Member Kempf moved to authorize the delayed opening of 10:00 AM on March 12, 2026 as presented.** Vice President Brown provided the second.

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

Senate Bill 8 has been referred to the House Ways and Means Committee, but there has been no additional information to date.

### **Personnel:**

No updates to report.

### **Gifts and Grants:**

24 donations have been made in memory of long time patron and Friends member Tom Shawver who passed away January 5, 2026. EPL was the designated memorial.

Eckhart Library Foundation made a donation of \$25,000 to the library as their 1st quarterly pledge for the year. ELF also donated \$1,000 to the library's Staff Association.

Two donations were made to the EPL Endowment Fund at Community Foundation DeKalb County: one from Thomas Bryant, and one from Stacy Kleinert in memory of Joyce Hoffmann

### **COMMUNICATIONS and CORRESPONDENCE**

Thank you note received from the Community Foundation DeKalb County.

### **UNFINISHED BUSINESS**

Launch of the "Community Gathers Here" outdoor seating sponsorship project in partnership with the Eckhart Library Foundation (ELF) began on Tuesday, Feb. 10. Director Simmons shared drafts of the furniture layout. We look forward to an ongoing partnership with ELF on this project.

### **NEW BUSINESS**

The Performance Evaluation committee met with Director Simmons on January 27. As part of the meeting, it has been recommended that Director Simmons receive an updated paid time off total of 225 hours annually.

**Board Member Schwartz moved to authorize the increase in PTO as presented.**

Treasurer Schaab provided the second.

The motion to approve the increase in PTO 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.

Vice President Brown serves as the Trustee representative on The Eckhart Library Foundation (ELF) Board. He reported that Carolyn Foley was elected President at the January meeting. There will be members terming off of the current Board, so new members

are being sought. President Morrow met with Foley and Steve Graber, president of Friends, to review collaboration efforts among the three groups.

Simmons reported for Friends: Plans are moving forward for Strawberries Around the Fountain. EPL staff will be taking an active role in the activities so that Friends can focus on the food preparation.

**ANNOUNCEMENTS**

The next meeting of the Board of Trustees will be held on March 11, 2026 at 6:00pm 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