

La Porte County Public Library Board of Trustees Meeting Minutes

October 19, 2023 at 5:30 PM CDT

904 Indiana Avenue, La Porte, IN 46350

Attendance

Present:

Members:

Dara Jeffries, Karen Ellison, Nicole Florek, Amy Jackson, and Bonnie Snider.

Attorney:

Anthony Novak

Staff:

Fonda Owens, Director

Ann Shaffer, Treasurer

Absent:

Members: Corey Campbell and Rhonda Spence

Call to Order

Vice-President Dara Jeffries called the meeting to order at 5:30 PM.

Public Forum

Vice-President Dara Jeffries called for questions or comments from the public. There were none.

Consent Agenda

- a. Minutes of September 21, 2023 Public Hearing on the 2024 Proposed Budget
- b. Minutes of September 21, 2023 Board of Trustees Meeting
- c. Financial Report
- d. Statistics Reports

A motion was made by Amy Jackson and seconded by Karen Ellison to approve the consent agenda. The vote was taken and the motion carried.

Reports

a. Staff Reports

Director Fonda Owens explain the additional reports added to the Board packet with the addition of an Assistant Director position and Professional Level II positions.

Pam Okosun, Community Learning Manager, attended Society of Innovators Luncheon. Students from La Porte High School Robotics Team are meeting at the Exchange to work on their projects.

Toni Kester Bulger, Assistant Director, demonstrated the new Library's website. The site "go live" date is November 7, 2023.

b. Director

Director, Fonda Owens, reported the repairs to the Maple Ave door entryways have been completed. Also completed are the repairs to the gutters at Main. Directional signage has been approved and will heading into production. Compact storage area at Main is being remodeled. Wireless access points are being upgraded at all locations.

Toni Kester Bulger, Holly Trott and herself are meeting with digitization equipment companies, reported Director Owens. The equipment is necessary to digitize the Library's history collection, local newspapers and Board minutes. Pricing of the equipment is ranging from forty thousand to one hundred and twenty thousand.

Director Fonda Owens also reported that a new emergency plan for the Library was presented to the staff at the in-service day.

She attended senior fair planning committee and legislative committee meeting of LEAP. She also met with Michelle Shirk, Executive Director of the Boys and Girls Club to discuss ways to enhance collaborations.

Grant money from Howmet is being spent to order new equipment and safety bundles at the Exchange. Unity Foundation approved a grant of five thousand dollars to support the Dolly Parton's Imagination Library program. The Friends of the Library Healthcare Foundation grant for fifteen thousand over three years will support the Dolly Parton's Imagination Library program as well.

Director Owens spoke about the staff in-service day and presented the Board with the agenda for that day.

c. Legal Counsel

Attorney Anthony Novak reminded the Board that Director Owens job performance survey's need to be return. There is an Executive Session of the Board to be scheduled before the November 2023 regular Board meeting.

Unfinished Business

There were no unfinished business items.

New Business

a. Annual Review of the Bylaws

Director Owens presented the Board with the current Library's Bylaws for review. Any changes and approval will be considered at the November 2023 Board meeting.

b. Resolution for Transfer of Surplus Property

A motion was made by Karen Ellison and seconded by Nicole Florek to approve the Resolution for transfer of surplus property.

Resolution to Transfer Surplus Personal Property

In accordance with IC 36-12-3-S(c) the Library Board of Trustees may transfer personal property no longer needed for library purposes for no compensation or a nominal fee to an Indiana nonprofit library organization that is: (1) tax exempt; and (2) organized and operated for the exclusive benefit of the library disposing of the property; without complying with IC 36-1-11 or IC 5-22.

Therefore, be it resolved that the La Porte County Public Library Board of Trustees declare that Library Material (print and non-print) and decommissioned computer equipment and furniture items that are no longer needed for Library purposes be given to the Friends of the La Porte County Public Library in accordance with IC 36-12-3-S(c).

DULY ADOPTED by the Board of Trustees of the La Porte County Public Library at its regular meeting held on the 19th day of October 19, 2023 at which meeting a quorum was present.

The vote was taken and the motion carried.

c. Revision to Bulletin Board Policy

A motion was made by Karen Ellison and seconded by Bonnie Snider to approve the updated Bulletin Board Policy as presented. The vote was taken and the motion carried.

Approval and Payment of Claims---APV Batch October 19, 2023

A motion was made by Nicole Florek and seconded by Karen Ellison to approve payment of claims APV batch dated October 19, 2023. The vote was taken and the motion carried.

Questions or Comments from the Public

Vice-President Dara Jeffries called for questions or comments from the public. There were none.

Questions or Comments from the Board

Vice-President Dara Jeffries called for questions or comments from the Board. There were none.

Adjournment

A motion was made by Amy Jackson and seconded by Karen Ellison to adjourn the meeting at 6:23 PM. The vote was taken and the motion carried.