



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, April 15, 2021**

6:00 PM – Regular Monthly Meeting of the Library Board

A regular meeting of the Board of Trustees was held on April 15, 2021, beginning at 6:00 p.m. All members of the Board were present with the exception of Molly Hanlon. Sarah Moore, Executive Director; Mary Rueff, Asst. Director; Phyllis Robinson, Finance Manager; Joey Houston, TAS Department Head; Patricia Van Arsdale, TAS Asst. Department Head; Virginia Hilbert, Marketing Director; Julie Bigler, Circulation Department Head; Laura Gangstad, YS Asst. Department Head; Kelli Brooks, YS Department Head; Shelby Couch, TAS Librarian; Sarah Childs, Technical Services Department Head; and Kimberly Olivares, Board Assistant were also present. Kevin Montgomery and Sarah Bajor from krM Architects also joined. Monty Korte, President, presided.

Welcome to Becky Carter

Welcome Becky Carter to the Library Board. She was appointed by the Lebanon Community Schools, a new appointing body to the Library Board due to the expansion into Worth Township.

Secretary's Report

Minutes of March 18, 2021 Regular Meeting

Upon motion duly made by Christina Hage, seconded by Chris Squier, and being approved by the majority with the abstaining vote of Becky Carter who was not present for the March meeting, the minutes of the regular meeting held on March 18, 2021 were approved.

Treasurer's Report

April Claims

Upon motion duly made by Ed Cambra, seconded by Chris Squier, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for April 2021, as reviewed, approved, and audited by the Assistant Library Director of Public Services, and approved for payment by the Treasurer.

Staff Reports

Annual Report – Virginia Hilbert, Marketing Director, shared the copy and content of the annual report.

SEE ATTACHED

President's Report

Committee Report Format – Monty Korte shared the desire and plan to provide committee reports with the board packet. Various board members will share templates from other organizations so a template can be established for the board.

Foundation Board Representative – Monty Korte is stepping away from his long service on the Foundation Board as both President and Library Board Representative to the Foundation Board. If other members of the Library Board are interested in serving as the new representative to the Foundation Board, please let Monty or Sarah Moore know.

Committee Reports

Expansion Committee

Land Selection

The Whitestown Town Council is trying finalize plans for acquiring park land to replace the proposed library branch location. This may take longer than our timeline allows in which case there might be a temporary contract put in place to lease to own the land so the library can move forward with building plans.

Bonds

Christina Hage shared updates and a proposed timeline for the renewal of bonds by the Zionsville Town Council.

Upon motion duly made by Christina Hage, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees authorize the Executive Director in consultation with the Expansion Committee to approve contracts and costs related to the Whitestown Branch project above the authorized limit for Director Approval but not to exceed \$200,000 total with the intention that these expenditures will be reimbursed from bond proceeds.

Upon motion duly made by Christina Hage, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees authorize the payment of the remaining balance for the bookmobile purchase in the amount of \$34,002.50.

Director's Report

Diversity and Inclusion Efforts

Our Strategic Plan identified a need to remove barriers to accessing and using library services as well as to position the Library as a role model for inclusion and growth in our community.

Six of our public-facing staff have been participating in an online professional development curriculum called Project READY: Reimagining Equity and Access for Diverse Youth. It includes online professional development modules for school and

public youth services librarians, library administrators, and others interested in improving their knowledge about race and racism, racial equity, and culturally sustaining pedagogy.

The primary focus of the Project READY curriculum is on improving relationships with, services to, and resources for youth of color and Native youth.

The staff are now forming an internal Diversity and Inclusion Committee to help guide library operations through an equity lens.

Hiring Updates

Assistant Director of Operations:

Kimberly Olivares has been selected to take on the role of Assistant Director of Operations. Kimberly has been with the Library for five years now and has consistently demonstrated her ability to take on large-scale projects and help us to move the library forward while coordinating work across departments. She is an asset to the Library and I am very excited to have her move into this role. Kimberly's promotion to ADO was approved by the Personnel Committee and she started performing these new duties on April 5.

Upon motion duly made by Julie Whitman, seconded by Chris Squier, and being unanimously approved, the Board of Trustees approve the promotion of Kimberly Olivares to the position of Assistant Director of Operations at a starting salary of \$67,500.

Branch Manager:

Jamia Alexander Ball has accepted the position of Branch Manager of the Whitestown Branch. She comes to us from the Louisville Free Public Library where she was the Assistant Branch Manager of the Southwest Regional Branch. Jamia has excellent communication skills and a strong focus on developing community relationships—we believe she will be an excellent fit for our library. Monty Korte and Christine Squier were a part of the hiring process and approved Jamia's hire. Her start date will be May 3, 2021.

Upon motion duly made by Chris Squier, seconded by Christina Hage, and being unanimously approved, the Board of Trustees approve the hire of Jamia Alexander Ball as the Branch Manager of the Whitestown Branch at a salary of \$62,000.

Strategic Plan Update

During the first quarter of 2021 we have been well aligned with the goals of our Strategic Plan.

SEE ATTACHMENTS.

OTHER BUSINESS

krM Architecture Board Input Session

Kevin Montgomery and Sarah Bajor lead the board through a series of questions to gather input on what is vital to the new branch of the library.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, May 20, 2021 with the time and format to be determined. Board members should send their preferences for 6pm or 7pm, and in-person or ZOOM to Monty and Sarah.

Adjournment

Upon motion duly made by Julie Whitman, seconded by Chris Squier, and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 7:22 p.m.

Christina Hage, Secretary

Attachments for Regular Meeting

Meeting Minutes: March 18, 2021 regular meeting
Financial Reports as of March 31, 2021
Statistics through March 31, 2021
Annual Report
Strategic Plan Update

April 2021 Library Board: Monty Korte, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Julie Whitman, and Rebecca Carter