



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, August 18, 2022**

A regular meeting of the Board of Trustees was held on August 18, 2022, beginning at 6:31PM.

Members of the Board physically present included Monty Korte, Ed Cambra, Becky Carter, Chris Squier, Molly Hanlon, and Julie Whitman. Sarah Moore, Executive Director; Joey Houston, Assistant Director of Public Services; Kimberly Lane, Assistant Director of Operations; Sarah Childs, Technical Services Department Head; Lydia Lutz, Outreach Services Department Head; and Julie Bigler, Circulation Services Department Head were also present. Monty Korte, President, presided.

SECRETARY – Minutes

Upon motion duly made by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held July 21, 2022.

TREASURER – August Claims

Upon motion duly made by Ed Cambra, seconded by Becky Carter, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for August 2022, as reviewed, approved, and audited by the Assistant Director of Public Services, and approved for payment by the Treasurer.

PRESIDENT'S REPORT

Upon motion duly made by Ed Cambra, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve Monty Korte to pursue the approval of his appointing body (ZCS School Board) to seek an additional one-year term ending December 31, 2023, to allow for continuity in leadership throughout the building project for the Whitestown Branch.

STAFF REPORTS

Construction Working Group Update by Joey Houston

Joey Houston shared recent pictures of the construction progress with the board.

Since the last progress update, the following tasks have either been completed or are currently in progress at the branch site:

- installation of the concrete stem walls
- installation of under slab piping
- installation of the site utilities
- pour the concrete building slab

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The following tasks are expected to begin or be completed at the branch site during the next couple of weeks:

- complete in-ground/underground electrical installation
- begin installation of the storm water system and water lines
- begin soil stabilization in the parking lot
- begin to install parking lot lighting

Summer Reading Program News by Julie Bigler

Julie Bigler shared the final statistics from the 2022 Summer Reading Program with the Board of Trustees. This was the first summer post-COVID that the library has returned to more traditional summer reading programming levels. The participation numbers have not yet recovered by the attendance at SRP kickoff was the largest ever. More than 2500 participants logged at least one hour of reading. Each ZCS Elementary had at least 200 participants, 75% of them read at least 1 hour, and more than 50% logged at least 15 hours of reading over the summer. The library issued more than 580 new cards and renewed 807 throughout June and July alone.

COMMITTEE REPORTS

Policy Committee

Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approve the Lobby Display Case, Media, Firearms, Asset Purchases and Records, and Capital Assets policies as written.

Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approve the Lobby Display Case Agreement and Photo Release Form as written.

Finance Committee

Upon motion duly made by Ed Cambra, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve the 2023 budget as presented.

DIRECTOR'S REPORT

eRate:

In order to file for eRate for next year, the following forms must be approved by the Library Board and filed with the State Library:

- Form 479 to certify that the Library is in compliance with the Children's Internet Protection Act (CIPA)
- Letter of Agency to give authority to AdTec to file eRate forms on behalf of HMMPL for 2022-2023.
- New Board Resolution to continue in the consortium.

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Upon motion duly made by Becky Carter, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees resolve to direct the Library Director to sign Form 479 and authorization form for filing eRate on behalf of HMMPL.

Upon motion duly made by Becky Carter, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve the Resolution to continue with the Indiana State Library Consortium for Public Library Internet Access.

Fall Festival Half Day Closure:

The annual Zionsville Fall Festival parade is being held on Saturday, September 10. The Library requests to close during the morning to participate in the parade. The Library would open at 1:00 after the parade.

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Upon motion duly made by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees authorize the Director to delay opening of the Library on Saturday, September 10, 2022, until 1:00 PM so staff may participate in the Fall Festival Parade.

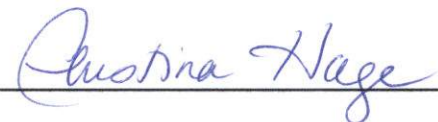
Please add this routine annual closure to the list of annual holidays and closures in future years.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, September 15, 2022 at 6:30 pm in the Hussey Room.

Adjourn

Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously adopted, it was resolved that there being no further business, the meeting adjourned at 7:44 PM.



Christina Hage, Secretary

August 2022 Library Board: Monty Korte, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Rebecca Carter, and Julie Whitman