



**Board of Trustees – Regular Meeting  
Hussey – Mayfield Memorial Public Library  
Thursday, September 15, 2022**

A regular meeting of the Board of Trustees was held on September 15, 2022, beginning at 6:31PM.

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

**SECRETARY – Minutes**

*Upon motion duly made by Ed Cambra, seconded by Becky Carter, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held August 22, 2022.*

**TREASURER – September 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 September 2022, as reviewed, approved, and audited by the Assistant Director of Public Services, and approved for payment by the Treasurer.*

**PRESIDENT'S REPORT**

Monty shared that reappointment of his position is moving forward; he will attend a School Board meeting at ZCS as part of this process.

**STAFF REPORTS**

Teen and Adult Services Patron Impact report from Crystal Ward

Crystal Ward shared with the board the nature and impact of the work done by Teen and Adult Services staff. She spoke about connecting patrons with information and creating programs and services such as Seed Library and book discussion groups. Presentation included stories of patron interactions with TAS staff.

Construction Working Group Update by Joey Houston

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

- Water, sanitary, and storm structures being installed through end of September
- Site lighting foundations and electrical conduit

- Parking lot stabilization

Benches and bike racks will be donation/sponsorship opportunities.

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

- Structural steel delivery and beginning installation
- Beam signing event

### COMMITTEE REPORTS

#### **Infrastructure Committee**

Discussion of HVAC repair vendors and ongoing HVAC issues. Discussion of lighting in the building and associated insurance rates dealing with potential changes.

#### **Policy Committee**

*Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approve the 2023 Holiday Schedule and Operating Hours, Patron Privacy, and Internet Use policies as presented.*

*Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approve the discontinuation of the Fines and Fees Amnesty policy.*

#### **Personnel Committee**

Resignations:

Donna Sever

Julie Hurtubise

New Hires:

John Wallace was hired to replace Donna Sever as a 20-hour Circulation Assistant and Julie Michael was also hired as a 20-hour Circulation Assistant when four current Circulation Assistants requested to drop 5 hours apiece (going from 25 to 20 hours). From the hiring manager, Julie Bigler:

John Wallace is quite passionate about the Library and the way we have evolved in the digital age and said working at the Library is his dream job. John is polite, friendly, and proficient on the technological side, and would bring his vast experience with customer service to the Library.

Julie Michael brings her love of libraries and learning from her former reading teaching position and will make an excellent addition to the Circulation team. When working with

HUSSEY-MAYFIELD  
MEMORIAL PUBLIC  
LIBRARY

patrons, Julie focuses on active listening and maintaining an approachable and friendly environment.

*Upon motion duly made by Becky Carter, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve the hire of John Wallace and Julie Michael as Circulation Assistants at the pay rate offered.*

**DIRECTOR'S REPORT**

**Budget Update**

The 2023 budget has been entered into Gateway and is now in the control of the Zionsville Town Council. The public hearing and adoption meetings are upcoming on October 3rd and October 17th. Discussion of process with scheduling and advertising these meetings. Additional discussion about Net Assessed Value report and projections.

Monty shared information about the different meetings he and Sarah had with town officials regarding this process.

Kimberly Lane updated the group regarding quotes from WorkSmart coming on January 1, 2023

Additional questions and discussion regarding State Library conversations dealing with Perry Township and past Zionsville merger language.

Ed and Sarah shared information about the entry conference with the State Board of Accounts.

**NEXT MEETING**

The next regular meeting of the Board of Trustees will be Thursday, October 20, 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 7:48 PM.*



Christina Hage, Secretary

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