



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, June 15, 2023**

A regular meeting of the Board of Trustees was held on June 15, 2023, beginning at 6:30 PM.

Members of the Board physically present included Ed Cambra, Chris Squier, Molly Hanlon, Colleen Hittle, Christina Hage, and Julie Whitman. Monty Korte, ex-officio; Joey Houston, Interim Executive Director; Kimberly Lane, Director of Operations; Kaki Garard, Director of Advancement; Ashtan Bennett, Branch Manager; Julie Bigler, Circulation Service Department Head; Laura Gangstad, Makerspace Specialist; and Sarah Childs, Technical Services Department Head were also present. Molly Hanlon, President, presided.

SECRETARY – Minutes

Upon motion duly made by Julie Whitman, seconded by Colleen Hittle, and being approved as amended, the Board of Trustees approved the minutes of the Regular Meeting held May 18, 2023.

TREASURER – June Claims

Upon motion duly made by Ed Cambra, seconded by Christina Hage, and being adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for June 2023, as reviewed, approved, and audited by the Director of Operations, and approved for payment by the Treasurer.

STAFF REPORTS

Laura Gangstad - Makerspace

Laura Gangstad shared updates on the makerspace for 2023. The space has been visited by 700 people, held 104 programs and received more than \$15,000 in grant funds from various funders.

Joey Houston – Branch Update

Joey Houston shared the most recent construction update. kRM and SCS have confirmed that substantial completion will move from end of July to early October. This was due to several factors including the supply chain delays with glass, and delays with subcontractors. Joey will invite Kevin from kRM to attend the next Board meeting.

HUSSEY-MAYFIELD
MEMORIAL PUBLIC
LIBRARY

Ashtan Bennett shared that WBAG met at the construction site and are happy with the progress. She was able to respond to questions about the various spaces and uses for the building.

Kimberly Lane – Surplus Items

Kimberly Lane shared a short list of surplus items that are no longer needed by the library.

*Upon **motion duly made** by Colleen Hittle, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees declared the listed items to be surplus and removed from use.*

PRESIDENT'S REPORT

Molly Hanlon shared that Kristin Shelley has accepted the Executive Director position and will begin on July 31, 2023. Molly also wished Joey Houston the best as he announced his resignation earlier in the week. There will be a 3 week gap between directors and Molly acknowledged she is working on a plan for this situation.

*Upon **motion duly made** by Chris Squier, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approved the hiring of Kristin Shelley as Executive Director at the pay rate offered.*

COMMITTEE REPORTS

Policy Committee

Julie Whitman shared that the policy committee reviewed the revisions to the employee handbook. These changes will be forwarded to the attorney for review and presented to the board at the August meeting.

Personnel Committee

*Upon **motion duly made** by Chris Squier, seconded by Christina Hage, and being unanimously approved, the Board of Trustees approved the hiring of Kaela Bailey as Teen and Adult Services Librarian II at the pay rate offered.*

*Upon **motion duly made** by Chris Squier, seconded by Christina Hage, and being unanimously approved, the Board of Trustees approved the hiring of Anne Stewart as Youth Services Librarian II at the pay rate offered.*



Finance Committee

Joey Houston shared an update on the discrepancy between the projected expenses for the branch building and the reality. The projected budget was never updated after the bids came in higher than anticipated and the project was value engineered. There was also the previously discussed understatement of the cost of the collection. The board members and senior leadership discussed areas of savings, the additional, unexpected local income tax check recently received from the county, and other factors that can correct this overage without draining the reserves.

DIRECTOR'S REPORT

Insurance Renewal

Upon motion duly made by Colleen Hittle, seconded by Chris Squier, and being unanimously approved, the Board of Trustees approved the renewal of the Library's property and casualty insurance at the rate of \$37,108.

Whitestown Branch Shelving Quotes

Joey Houston shared an update on the quotes for shelving and the decision to use the single provider of KPC Architecture Products for all of this portion of the project.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, July 20, 2023, in the Hussey Room.

Adjourn

Upon motion duly made by Christina Hage, seconded by Colleen Hittle, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:45 PM.

A handwritten signature in black ink, appearing to read "Julie Whitman". The signature is written over a horizontal line.

Julie Whitman, Secretary

June 2023 Library Board: Colleen Hittle, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Rebecca Carter, and Julie Whitman; Monty Korte, ex-officio