



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Monday, August 21, 2023**

A regular meeting of the Board of Trustees was held on August 21, 2023, beginning at 7 PM.

Members of the Board physically present included Ed Cambra, Chris Squier, Molly Hanlon, Colleen Hittle, Rebecca Carter, Christina Hage, and Julie Whitman. Monty Korte, ex-officio; Kristin Shelley, Executive Director; Kimberly Lane, Director of Operations; Kaki Garard, Director of Advancement; Ashtan Bennett, Branch Manager; Kelli Brooks, Youth Services Department Head; Virginia Hilbert, Marketing Director; 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 Rebecca Carter, and being approved, the Board of Trustees approved the minutes of the Regular Meeting held July 20, 2023.

TREASURER – July Claims

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

STAFF REPORTS

Ashtan Bennett – Branch Update

Ashtan Bennett shared the current state of the construction plans and the delay in getting the glass for the building. The site is being cleared of weeds and topsoil is being placed. A guardrail for the retention area will be set soon, and insulation and drywall work are beginning inside. The temporary sign will be updated with the opening date of early 2024.

Kaki – Fundraising Update

Kaki Garard encouraged board members to invite guests to the Polo Match on September 1st. She discussed other prominent individuals who will be in attendance and explained the goals for the event.



PRESIDENT'S REPORT

Molly Hanlon thanked Kimberly Lane and Ashtan Bennett for their service to the library during the transition in leadership and welcomed Kristin Shelley to her first meeting as Executive Director.

COMMITTEE REPORTS

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 Katherine Addison as Page at the pay rate offered.

Finance Committee

Ed Cambra shared an update on the spending plans for the Whitestown construction completion. Kristin Shelley will be setting up meetings with the President of the Town Council, Jason Plunkett, to move the additional appropriations process forward and get on the agenda with Zionsville Town Council.

Upon motion duly made by Ed Cambra, seconded by Colleen Hittle, and being unanimously approved, the Board of Trustees approves the use the LIRF, Rainy Day and Undesignated Gift Funds, along with the Supplemental LIT Distribution towards the remaining costs to complete the Whitestown branch of the Library.

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 2023-2024.
- New Board Resolution to continue in the consortium (see attached).

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

HUSSEY-MAYFIELD
MEMORIAL PUBLIC
LIBRARY

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

Staff Development Day

This day was scheduled, and board approved for November 3, 2023 but this conflicts with early voting at the library. The staff development committee would like to move this event to Friday, November 17, 2023.

Upon motion duly made by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve the closure of the library on Friday, November 17, 2023, for Staff Professional Development Day rather than the original date of November 3, 2023.

Memorial Flowers

Kristin sent a lovely planter to the family and friends of Patricia Ward, the woman who died unexpectedly at the library on August 5, from the library Board of Trustees and staff. The planter did not arrive as planned, so the library will be adding mystery and Sherlock Holmes books to the collection with a bookplate honoring Patricia Ward. Kristin will send a sympathy card as well as a list of the books to the Illustrious Clients of Sherlock Holmes leadership.

Other Business

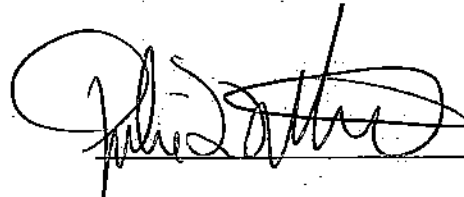
There will be a 2024 budget review session for the board on September 12, 2023 at 6 PM.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, September 21, 2023, in the Hussey Room.

Adjourn

Upon motion duly made by Colleen Hittle, seconded by Chris Squier, and being adopted, it was resolved that there being no further business, the meeting adjourned at 8:04 PM.



Julie Whitman, Secretary

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