



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, November 16, 2023**

A regular meeting of the Board of Trustees was held on November 16, 2023, beginning at 5:30 PM.

Members of the Board physically present included Ed Cambra, Chris Squier, Rebecca Carter, Molly Hanlon, Colleen Hittle, Christina Hage, and Julie Whitman. Monty Korte, ex-officio; Kristin Shelley, Executive Director (via Zoom); Kimberly Lane, Director of Operations; Kaki Garard, Director of Advancement; Ashtan Bennett, Branch Manager; Julie Bigler, Circulation Department Head; Virginia Hilbert, Marketing Director; and Sarah Childs, Technical Services Department Head were also present. Molly Hanlon, President, presided.

COMMUNICATIONS

The floor was opened for public comment. No members of the public were present.

SECRETARY – Minutes

Upon motion duly made by Julie Whitman, seconded by Colleen Hittle, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held October 19, 2023 with the change noted.

TREASURER – November Claims

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

Ed Cambra pointed out that all of the financial documentation is in the blue folder that each member passes and signs off on the Allowance of Claim form.

STAFF REPORTS

Ashtan Bennett – Branch Update

Ashtan Bennett shared the current state of the construction project. Finish work inside the building is starting in earnest. The building will have heat by Friday, November 17th. Book delivery is set for December 11th and the book shelves will

HUSSEY-MAYFIELD
MEMORIAL PUBLIC
LIBRARY

be delivered on December 28th and installed the first week of January. KRM has asked to start the exterior punch list ASAP.

Kaki Garard – Fundraising Update

Kaki Garard shared that the ARISS grant has been submitted. If funded this grant will allow area school children to speak to an astronaut on the space station. The library should learn about the outcome in December 2023. Kaki also shared that the Friends funded a grant for dipjars to allow patrons/donors to give small amounts via credit card for directed programs. She hopes these are in place for the Secret Snowflake Shop in early December.

PRESIDENT'S REPORT

Board Updates

Molly Hanlon shared that she intends to step away from the Board at the end of her term (12/31/2023). Rebecca Carter is also looking for a replacement for the final year (2024) of her term.

Molly shared the slate of officers for 2024 and a vote will take place at the December 2023 board meeting.

President: Christina Hage
Vice President: Julie Whitman
Treasurer: Ed Cambra
Secretary: Chris Squier

Monty Korte expressed his desire to stay on the board in an ex-officio capacity in 2024.

COMMITTEE REPORTS

Policy Committee

Upon motion duly made by Julie Whitman, seconded by Chris Squier, and being unanimously approved, the Board of Trustees approved proposed changes to the Wi-Fi Lending Policy and the Social Media Policy.

Infrastructure Committee

Christina Hage shared the infrastructure report prepared by Kimberly Lane. Kimberly encouraged everyone to look at the 5th Street book drop exit that was recently reworked with a grant from the HMMPL Foundation.

HUSSEY-MAYFIELD
MEMORIAL PUBLIC
LIBRARY

Ed Cambra also shared with the board that the insurance claim as a result of the June 29, 2023 storm has been paid and closed. He thanked Kimberly Lane for her work on this issue.

DIRECTOR'S REPORT

Kristin provided a written report.

HR/Staffing Update

Kristin Shelley shared that she and Ashtan continue to work with Deep End Talent Strategies on job descriptions. Several of the openings for the Whitestown Branch will be posted during the week of Thanksgiving.

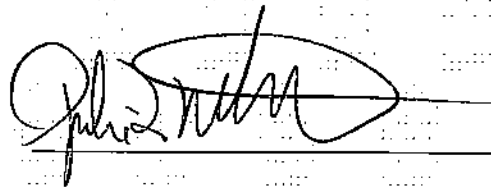
Other Business

NEXT MEETING

The next regular meeting of the Board of Trustees will be Tuesday, December 19, 2023, at 6:30 PM in the 2nd floor Conference Hub.

Adjourn

Upon motion duly made by Julie Whitman, seconded by Chris Squier, and being adopted, it was resolved that there being no further business, the meeting adjourned at 6:30 PM.



Julie Whitman, Secretary

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