



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, August 29, 2024**

A regular meeting of the Board of Trustees was held on August 29, 2024, beginning at 6:31 PM.

Members of the Board physically present included Christina Hage, Ed Cambra, Chris Squier, Sarah Jones, Colleen Hittle, Rebecca Carter, and Julie Whitman. Kimberly Lane, Director of Operations; Sarah Childs, Technical Services Head; Kaki Garard, Director of Advancement; Shayene Cordill, Community Engagement and Marketing Coordinator, Virginia Hilbert, Director of Marketing, and Liz Gilman, Finance Lead, were also present. Kristin Shelley, Executive Director, participated online. Christina Hage presided.

COMMUNICATIONS

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

SECRETARY – Minutes

*Upon **motion duly made** by Chris Squier, seconded by Colleen Hittle, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held July 18, 2024, with the changes as noted.*

TREASURER – July Claims

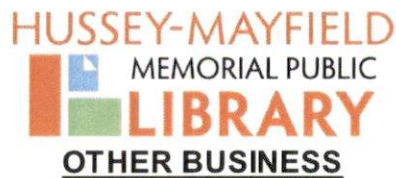
*Upon **motion duly made** by Ed Cambra, seconded by Julie Whitman, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims through July 31, 2024, in the amount of \$380,590.10, as reviewed, approved, and audited by the Director of Operations, and approved for payment by the Treasurer.*

Audit Update

Ed shared that there are no pending documents right now and that we could expect to hear from the State of Indiana in a few months.

Budget Update

Ed shared that the Finance Committee met and had reviewed the budget draft, they will exchange notes and send them to Library administration soon. Kristin reminded everyone that the public hearing for the budget will be on September 19 during the board meeting and adoption on October 10 also during the board meeting.



eRate

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

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

Resolution for American Funds

Upon ***motion duly made*** by Julie Whitman, seconded by Colleen Hittle, and being unanimously adopted, the Board of Trustees approved resolution 2024-8-2, the Resolution to authorize the Library Director, Finance Lead, and Bookkeeper positions to be authorized to act on behalf of the library with regard to the American Funds 457 plan.

Resolution for Nationwide – Hoosier START

Upon ***motion duly made*** by Julie Whitman, seconded by Colleen Hittle, and being unanimously adopted, the Board of Trustees approved resolution 2024-8-1, the Resolution and agreement for a participating local political subdivision to authorize the Library Director to set up Hoosier START, a deferred compensation plan for HMMPL employees.

STAFF REPORTS

Fundraising Report – Kaki Garard

Kaki shared the evolution on the planning of the annual fundraising and how 1:1 conversations are happening with board members to promote the event. She also shared details about the target audience and about an initial communication plan. Christina Hage asked Kaki to share more information at a future board meeting.

PRESIDENT'S REPORT

Christina Hage shared details about promoting a meet and greet between the Library Board and Foundation Board and that the Governance Committee will start gathering right after the strategic planning process ends.

COMMITTEE REPORTS



Finance Committee – Infrastructure Report

Ed shared that the Finance Committee has been discussing options to handle the HVAC issue at the Zionsville Branch. Christine Squier asked for a document to be created that details the life expectancy of equipment and systems in both branches to better help us with future budgeting.

DIRECTOR'S REPORT

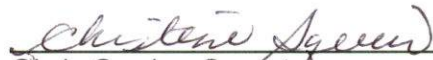
Kristin Shelley shared highlights from her director's report, a personnel update, and news regarding the strategic planning process.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, September 19, 2024, at 6:30 PM in the Hussey Room at the Zionsville Branch.

Adjourn

*Upon **motion duly made** by Christina Hage, seconded by Ed Cambra, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:21 PM.*



Chris Squier, Secretary

August 2024 Library Board: Colleen Hittle, Ed Cambra, Christine Squier, Christina Hage, Rebecca Carter, Julie Whitman, and Sarah Jones; Monty Korte, ex-officio.