



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, December 19, 2024**

A regular meeting of the Board of Trustees was held on December 19, 2024, beginning at 6:34 PM.

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

COMMUNICATIONS

The floor was opened for public comment. No members of the public had comments.

SECRETARY – Minutes

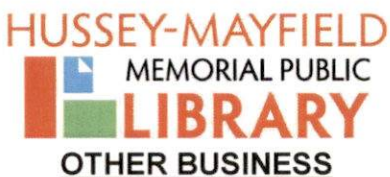
*Upon **motion duly made** by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held November 21, 2024 with the punctuation change as noted.*

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 through November 30, 2024, in the amount of \$310,415.92, as reviewed, approved, and audited by the Director of Operations, and approved for payment by the Treasurer.*

Bond Payment – Whitestown

*Upon **motion duly made** by Ed Cambra, seconded by Julie Whitman, and being unanimously adopted, the Board of Trustees authorized the payment to Regions Corporate Trust for the bonds due in the amount of \$301,534.38 by the due date on 12/27/2024.*



STAFF REPORTS

Fundraising Report – Kaki Garard

Kaki shared the success of unveiling the Everbright Wall event sponsored by Star Bank at the Whitestown Branch Children’s Area.

She also shared that the details of the fundraising event happening in March will be sent soon.

PRESIDENT’S REPORT

Slate of Officers for 2025

*Upon **motion duly made** by Julie Whitman, seconded by Rebecca Carter, and being unanimously adopted, the Board of Trustees opened the nominations of officers for 2025.*

President: Christine Squier

Vice-President: Colleen Hittle

Treasurer: Ed Cambra

Secretary: Sarah Jones

*Upon **motion duly made** by Julie Whitman, seconded by Rebecca Carter, and being unanimously adopted, the Board of Trustees closed nominations for the 2025 slate of officers and approved the nominees as presented.*

COMMITTEE REPORTS

Personnel Committee

*Upon **motion duly made** by Chris Squier, seconded by Julie Whitman, and being unanimously adopted, the Board of Trustees approved the Executive Director’s raise at 4% and a one-time bonus of \$1,000 for work on the new branch that opened in 2024.*

Finance Committee

Resolution 2024-12-1: Temporary Loan

*Upon **motion duly made** by Ed Cambra, seconded by Julie Whitman, and being unanimously adopted, the Board of Trustees approved Resolution 2024-12-1, Temporary Loan to Debt Service in the amount of \$155,000 from the Rainy Day Fund to the Debt Service Fund.*



Resolution 2024-12-2: Whitestown Checking Account

Upon ***motion duly made*** by Ed Cambra, seconded by Julie Whitman, and being unanimously adopted, the Board of Trustees approved Resolution 2024-12-2, Resolution to Close Whitestown Checking account ending in #7397 and transfer the balance to the main BMO checking account ending in #8423.

End of Year Expenses

Upon ***motion duly made*** by Ed Cambra, seconded by Chris Squier, and being unanimously adopted, the Board of Trustees authorized the Executive Director to sign the contract with Johnson Controls in the amount of \$39,512.01 to replace the nitrogen generator at the Zionsville Branch.

Upon ***motion duly made*** by Ed Cambra, seconded by Julie Whitman, and being unanimously adopted, the Board of Trustees authorized the Executive Director to sign the contract with Johnson Controls in the amount of \$26,998.32 to replace the fire panel at the Zionsville Branch.

Upon ***motion duly made*** by Ed Cambra, seconded by Sarah Jones, and being unanimously adopted, the Board of Trustees authorized the Executive Director to sign the contract with eKeeper Systems for the purchase and installation of new servers at the Zionsville Branch. This expense is funded by a Foundation grant up to \$37,392.89.

Upon ***motion duly made*** by Ed Cambra, seconded by Colleen Hittle, and being unanimously adopted, the Board of Trustees authorized the Executive Director to sign the contract with eKeeper Systems to purchase staff and public computers from 2024 Operating funds up to the amount of \$36,000.

DIRECTOR'S REPORT

PLAC Fee

Upon ***motion duly made*** by Chris Squier, seconded by Sarah Jones, and being unanimously adopted, the Board of Trustees approved the PLAC fee at \$70 for 2025.

Director's Report

Kristin highlighted topics of the Director Report like the Staff Development Day, the attendance of staff to ILF Conference, the Google to Microsoft migration that



the Library went through, the new mobiles installed at the Children's area in the Whitestown Branch and the increase of usage of the Recording Studio.

Personnel Report

Kristin shared an update on the open positions at the Library.

OTHER BUSINESS

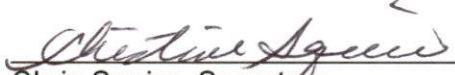
Thank you to Becky and Julie for their service on the board.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, January 16, 2025, at 6:30 PM in the Community Room at the Whitestown Branch.

ADJOURN

*Upon **motion duly made** by Julie Whitman, seconded by Ed Cambra, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:09 PM.*


Chris Squier, Secretary

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