



**Board of Trustees – Regular Meeting  
Hussey – Mayfield Memorial Public Library  
Thursday, November 21, 2024**

A regular meeting of the Board of Trustees was held on November 21, 2024, beginning at 6:30 PM.

Members of the Board physically present included Ed Cambra, Chris Squier, Colleen Hittle, Rebecca Carter, 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; Sarah Childs, Technical Services Department Head, and one member of the community, Aubrey Able, owner of the Curious Squirrel Bookshop, were also present. Julie Whitman 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 Colleen Hittle, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held October 10, 2024, as presented.*

**TREASURER – October 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 October 31, 2024, in the amount of \$525,709.04, as reviewed, approved, and audited by the Director of Operations, and approved for payment by the Treasurer.*

**OTHER BUSINESS**

**STAFF REPORTS**

**Fundraising Report – Kaki Garard**

Kaki shared that there is an event scheduled with GXO for young professionals open to the community on November 27 after hours at the Zionsville Branch. Kaki announced the event for celebration of the Everbright Wall at the Whitestown Branch in partnership with STAR Bank will happen on December 11.



She also shared grants received by the Community Foundation of Boone County and our participation in the Library Day of Giving on April 1<sup>st</sup>, 2025.

### **PRESIDENT'S REPORT**

#### **Strategic Plan 2025-2027**

*Upon **motion duly made** by Julie Whitman, seconded by Colleen Hittle, and being unanimously adopted, the Board of Trustees approved the 2025-2027 Strategic Plan as written.*

#### **Slate of Officers for 2025**

Julie presented the Slate of Officers for 2025 and reminded that the voting will take place at the next board meeting.

President: Chris Squier  
Vice-President: Colleen Hittle  
Treasurer: Ed Cambra  
Secretary: Sarah Jones

### **COMMITTEE REPORTS**

#### **Personnel Committee**

*Upon **motion duly made** by Chris Squier, seconded by Rebecca Carter, and being unanimously adopted, the Board of Trustees approved the Classification and Wages document for 2025.*

The Classification and Wages document will be amended to reflect the option of staff bonuses and the Executive Director's raise is determined by the Board in Executive Session.

#### **Finance Committee**

*Upon **motion duly made** by Ed Cambra, seconded by Rebecca Carter, and being unanimously adopted, the Board of Trustees approved the Resolution 24-11-1, Resolution for Dormant Fund Transfer in the amount of \$336,071.97 from the Lease Rental Fund to the Rainy Day Fund as presented.*

*Upon **motion duly made** by Ed Cambra, seconded by Rebecca Carter, and being unanimously adopted, the Board of Trustees approved the Resolution*



*24-11-2, Resolution for Fund Transfer in the amounts of \$5,669 from the Building Interest Reserve Fund in Indiana Trust to the Building Interest Reserve Fund in Bank of Montreal, and \$3,577 from the Library Improvement Reserve Fund in Indiana Trust to the Library Improvement Reserve Fund in Bank of Montreal. as presented.*

### **Policy Committee**

*Upon **motion duly made** by Julie Whitman, seconded by Chris Squier, and being unanimously adopted, the Board of Trustees approved the Capital Assets, Disposal of Personal Property and Staff Code of Ethics policies as presented and Unplanned Library Closings with noted change.*

### **DIRECTOR'S REPORT**

Kristin highlighted topics of the Director Report like the submission of the 2025 budget, the progress of planning for the Discover the World Next Door – International Fair, the help we had from the FFA volunteers during their Day of Service, and numbers from the MakerStudio projects.

### **NEXT MEETING**

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

### **Adjourn**

*Upon **motion duly made** by Julie Whitman, seconded by Rebecca Carter, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:14 PM.*

  
Chris Squier, Secretary

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