



**Board of Trustees – Regular Meeting  
Hussey – Mayfield Memorial Public Library  
Thursday, October 20, 2022**

A regular meeting of the Board of Trustees was held on October 22, 2022, beginning at 6:30PM.

Members of the Board physically present included Monty Korte, Ed Cambra, Molly Hanlon, Christina Hage, Chris Squier, and Julie Whitman. Sarah Moore, Executive Director; Joey Houston, Assistant Director of Public Services; Kimberly Lane, Assistant Director of Operations; Lydia Lutz, Outreach Services Department Head; and Julie Bigler, Circulation Services Department Head; Virginia Hilbert, Marketing Director; and Pam Seabolt, MCLS. Adult Services Department Head were also present. Monty Korte, President, presided.

**SECRETARY – Minutes**

*Upon motion duly made by Christina Hage, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held September 15, 2022.*

**TREASURER – October Claims**

*Upon motion duly made by Ed Cambra, seconded by Christina Hage, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for October 2022, as reviewed, approved, and audited by the Assistant Director of Public Services, and approved for payment by the Treasurer.*

**STAFF REPORTS**

Construction Working Group Update by Joey Houston

Steel shipments are arriving the week of October 24, 2022. A ceremonial beam signing will be held as a drop in event from 4:30 – 6 PM on October 25, 2022, at the construction site.

SCS and kRM expect the building to be closed in by December.

**PRESIDENT'S REPORT**

The ZCS School Board cannot appoint Monty for an additional year of board service per the State Library council. Chris Squier asked the library board for some direction in the type of qualifications that might benefit the library board so ZCS can move forward with an appointment. Monty Korte can stay on at the board's discretion as an ex-officio member.

COMMITTEE REPORTS

**Personnel Committee**

**New Hires:**

- Laura Gangstad was promoted to MakerStudio Specialist, a new position
- Kristin Nalbene was hired to replace Laura Gangstad as a Youth Services Librarian II
- Anna Chambly was hired to replace Julie Hurtubise as a Youth Services Librarian I
- Nyla Vela was hired to replace Connie McConnel as an Adult Services Librarian I
- Sheila Fear was hired as a Page to replace Pia Meyers

*Upon motion duly made by Chris Squier, seconded by Christina Hage, and being unanimously approved, the Board of Trustees approve the promotion of Laura Gangstad to the MakerStudio Specialist position.*

*Upon motion duly made by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve the hire of Kristin Nalbene, Anna Chambley, Nyla Vela, and Sheila Fear at the pay rates offered.*

**New Job Description:**

*A new job description for the MakerStudio Specialist role has been created and reviewed by the Personnel Committee.*

*Upon motion duly made by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approve the job description for the MakerStudio Specialist with the one correction as noted.*

**Finance Committee**

Ed Cambra shared that the audit exit conference is scheduled for October 25, 2022 at 10 AM if anyone would like to attend. This will conclude the audit for 2020-2021.

DIRECTOR'S REPORT

**Budget Process Update**

The Zionsville Town Council approved unchanged the 2023 Budget as a part of the Binding Review Process. The Appeal for Excess Levy has been submitted to the DGLF. The next step is to await the decision on the Excess Levy Appeal.

**Staff Development Day Plan**

The Staff Development Day plan is to cover the following topics: Updates on the Branch, Active Shooter Training with ZPD, Wellness Activity, Safety Committee Training, Department and Admin Updates, and Communication Training with Comedy Sports.

**Branch Manager Search**

First and Second round interviews have concluded and a candidate has been selected.

**Outreach Position Update**

This position has been posted and will be shared on social media outlets and other nonprofit centric boards.

Other Business

**MCLS Strategic Planning, Pam Seabolt**

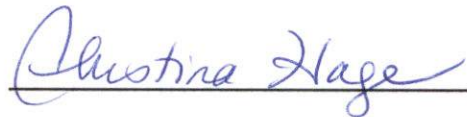
Pam Seabolt provided an overview of the strategic planning process that MCLS provides. She also responded to questions about the proposal. The Board of Trustees will continue to discuss this at the November meeting and asked Pam to return for that meeting as well. Monty Korte also expressed interest in having MCLS work directly with the board to establish governance, roles and responsibilities, and best practices moving forward as the library grows.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, November 17, 2022 at 6:30 pm in the Hussey Room.

Adjourn

*Upon motion duly made by Julie Whitman, seconded by Christina Hage, and being unanimously adopted, it was resolved that there being no further business, the meeting adjourned at 7:33 PM.*



Christina Hage, Secretary

October 2022 Library Board: Monty Korte, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Rebecca Carter, and Julie Whitman