



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, April 17, 2025
Whitestown**

A regular meeting of the Board of Trustees was held on April 17, 2025 at 6:30 p.m.

Members of the Board present included Ed Cambra, Chris Squier, Colleen Hittle, Sarah Jones, and Kenyon Kopecky. Staff included Kristin Shelley, Executive Director; Kimberly Lane, Director of Operations; Virginia Hilbert, Director of Marketing; Liz Gilman, Finance Lead; Kathleen Murphy, Administrative Assistant; Ezekiel Weldon, Whitestown Branch Manager; Kelli Brooks, Youth Services Director; and Kaki Garard, Director of Advancement. Chris Squier presided. There were approximately 20 members of the public present at the meeting.

COMMUNICATIONS

The floor was open for public comment. Comments were heard from Marisa Parmer, Laura Williams, Brett Brewer, Vanessa Friedman, Shane Garlock, and Aubrey Able supporting the libraries recent Trans Visibility Day display and work on making everyone in the community welcome at the Library.

SECRETARY – March Minutes

*Upon **motion duly made** by Sarah Jones, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held March 20, 2025.*

TREASURER – March Claims

*Upon **motion duly made** by Ed Cambra, seconded by Sarah Jones, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims through March 31, 2025, in the amount of \$326,570.45 as reviewed, approved, and audited by the Finance Lead, and approved for payment by the Treasurer.*

STAFF REPORTS

Fundraising Report: Kaki Garard highlighted the success of the National Library Week and Library Giving Day that resulted in an increase in donors. Kaki also reminded the Board to support ticket sales for the Color Our World event.

PRESIDENT'S REPORT



Chris Squier announced that Christina Hage, Member-at-Large, has resigned from the Board. Chris will continue to identify candidates for the two current Board vacancies for Member-at-Large. Chris also reminded the Board that email exchanges between Board members are defined as meetings. When responding to emails, Board members were asked to respond to individuals not the entire Board.

COMMITTEE REPORTS

Finance Committee: Ed Cambra shared that the Committee reviewed the purchasing policy. He also reported that the Library's Infrastructure Report includes a facilities review of both branches. Kristin Shelley confirmed that the target deadline for the facilities review is summer 2025. The facilities review will be discussed in more detail at the next board meeting in May. Lastly, Ed reported that Liz Gilman is making further corrections to the Annual Financial Report (AFR). Additional finance priorities included updated appropriations work informed by state directives.

Policy Committee: The Committee updated the Purchasing and Library Card Policies and presented the motion for Board vote. The Committee also decided to move the spending thresholds policy to a resolution for Board vote.

*Upon **motion duly made** by Sarah Jones, seconded by Colleen Hittle, and being unanimously adopted, the Board of Trustees approved the Purchasing and Library Card Policies as presented.*

*Upon **motion duly made** by Sarah Jones, seconded by Ed Cambra, and being unanimously adopted, the Board of Trustees approved Resolution 2025-4-1, Resolution to Set Spending Limits for Library Operations and Projects.*

DIRECTOR'S REPORT

Director's Report: Kristin Shelley presented program highlights including the success of Youth Art Month in March that included 172 individual pieces of art by local youth. One piece was selected by a staff committee to purchase for the Zionsville Branch. Staff also led key program enhancements at both branches that included the annual Seed Library which opened on March 31 and was supported by local volunteers, a popular Robotics Program at the MakerStudio (Whitestown and Zionsville), and two bilingual storytelling programs in American Sign Language (ASL) and Spanish (Whitestown). Technical Services launched the State Parks HMMPL Adventure Backpacks as a circulation addition, which was made possible in part from a Friends of the Library grant. Key outreach outcomes included the Perry Worth Elementary's Multicultural Night. In collaboration with Boone County



library directors, Kristin Shelley and Kaki Garard met to discuss the future of the Dolly Parton Imagination Library

Personnel Report: Kristin announced the resignation of Britt Fechtman, Public Service Supervisor at the Whitestown Branch. Kristin also reported that there are three and a half Full Time Equivalent (FTE) staff vacancies that will not be filled due to property tax changes and funding changes for the Indiana State Library.

Computers in Libraries (CIL) Annual Conference: Kimberly Lane attended the CIL Conference that had an artificial intelligence (AI) and technology practices focus. AI opportunities at the Library include integrating an AI function with uploaded library policies. Kimberly was able to increase Canva Pro staff accounts at the Conference and will also lead a new naming convention pilot project to establish best practices in digital file organization. Lastly, Kimberly will work with eKeeper Systems on possible cybersecurity issues.

Color Our World – Whitestown Closure Resolution on May 31

The request was made to the Board to close the Whitestown Branch on May 31, 2025 to prepare for the Color Our World fundraising event. Ken Kopecky asked that the Color Our World website page make it more clear about the tax deduction allowance for ticket purchases. Kaki Garard will make those revisions.

*Upon **motion duly made by Colleen Hittle**, seconded by Sarah Jones, and being unanimously adopted, the Board of Trustee approved the closing of the Whitestown Branch on May 31, 2025, to prepare for Color Our World Gala.*

OTHER BUSINESS

Liz Gilman reviewed the 2023-2025 property tax and levy explanation spreadsheet.

NEXT MEETING

The next regular meeting of the Board of Trustees is Thursday, May 15, 2025, at 6:30 p.m. in the Community Room at the Whitestown Branch.



ADJOURN

*Upon **motion duly made** by Colleen Hittle, seconded by Sarah Jones, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:09 p.m.*



Sarah Jones, Secretary

April 2025 Library Board: Colleen Hittle, Ed Cambra, Christine Squier, Sarah Jones, Kenyon Kopecky