



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, August 21, 2025
Zionsville Branch
Hussey Room**

A regular meeting of the Board of Trustees was held on August 21, 2025 at 6:35 p.m.

Members of the Board present included Chris Squier, Ed Cambra, Colleen Hittle, Sarah Jones, Ken Kopecky, Matt Doublestein, and Sharon Walker. Staff included Kristin Shelley, Executive Director; Virginia Hilbert, Marketing Department Head; Sarah Childs, Technical Services Department Head; Ezekiel Weldon, Whitestown Branch Manager; Kaki Garard, Director of Advancement; Nell German, Teen and Adult Services Department Head, Lydia Lutz, Outreach Services Department Head, and Kathleen Murphy, Administrative Assistant. Chris Squier presided.

COMMUNICATIONS

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

SECRETARY – June 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 July 17, 2025.*

TREASURER – June Claims

*Upon **motion duly made** by Ed Cambra, seconded by Sharon Walker, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims through July 31, 2025, in the amount of \$1,054,515.12 as reviewed, approved, and audited by the Director of Operations and approved for payment by the Treasurer.*

STAFF REPORTS

Fundraising Report: Kaki Garard reported that in-person prospect meetings, lead 2026 Gala sponsor meetings, and continued 1896 Society member development were the key fundraising priorities.



Summer Reading Program (SRP) Report: Nell German updated the Board on the 2025 SRP outcomes, highlighting Zionsville and Whitestown registration statistics. The SRP survey was sent to patrons. Upcoming programs and events were shared for adults, youth, and children sponsored by the Library and by external community groups through October 2025.

PRESIDENT'S REPORT

Chris Squier announced that Board positions and committee assignments for 2026 will be open in December 2025. She also announced that the Executive Session will have a follow-up meeting at 6:00 p.m. on December 18, 2025.

COMMITTEE REPORTS

Personnel Committee

Library Closings: Colleen Hittle reported that the Personnel Committee met in July to consider new Library closings proposed by Kristin Shelley. The Board reviewed the 2026 proposed dates and approved the motion.

*Upon **motion duly made** by Colleen Hittle, seconded by Ken Kopecky, and being unanimously approved, the Board of Trustees approved the 2026 Library Closings as presented.*

Finance Committee

2026 Budget: Ed Cambra acknowledged the key budget impacts in 2026 as presented by Kristin Shelley at the Public Budget Hearing meeting prior to the Board meeting. The Finance Committee will continue to work on finance activity with these key budget changes in mind.

Infrastructure Report: Ed Cambra continued with a review of the infrastructure report, specifically addressing the continued intermittent failure of the air handler. Kimberly Lane shared that she is currently working to identify vendors that can provide a permanent solution.



DIRECTOR'S REPORT

Director's Report: Kristin Shelley highlighted that the 2026 budget was a primary focus in July. Program highlights included a new Nourishing Network Box for the community, the use of the MakersStudio, a WNBA grant, the Touch a Truck event with 550 people in attendance, the Teddy Bear Concert Series with the Indianapolis Symphony with 185 people in attendance at the Whitestown Branch, and the continued outreach impact of the HMMPL Bookmobile at public schools, community events, and its regular stops serving the community.

Personnel Report: Kristin Shelley announced that recruitment continues for the Finance Lead position, and that the part-time Facilities Technician position has been posted for the Whitestown Branch.

OTHER BUSINESS

Kristin Shelley presented information on the eRate filing for 2026 which is contingent on federal funding. The Board reviewed the eRate documentation that will be filed with the State Library.

- Form 479 to certify that the Library complies with the Children's Internet Protection Act (CIPA);
- Letter of Agency to give authority to AdTec to file eRate forms on behalf of HMMPL for 2026-2027;
- New Board Resolution to continue in the consortium.

The Board approved the two motions for eRate filling and the Indiana State Library Consortium for Public Library Internet access.

*Upon **motion duly made** by Ed Cambra, seconded by Sarah Jones, and being unanimously approved, the Board of Trustees resolved to direct the Library Executive Director to sign Form 479 and the authorization form for filling eRate on behalf of HMMPL.*

*Upon **motion duly made** by Sarah Jones, seconded by Matt Doublestein, and being unanimously approved, the Board of Trustees approved the Resolution to continue with the Indiana State Library Consortium for Public Library Internet Access.*



NEXT MEETING

The next regular meeting of the Board of Trustees is Thursday, September 11, 2025 at 6:30 p.m. in the Mayfield Room at the Zionsville Branch. This will be the budget approval meeting.

ADJOURN

*Upon **motion duly made** by Colleen Hittle and seconded by Ed Cambra, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:04 p.m.*



Sarah Jones, Secretary

August 2025 Library Board: Christine Squier, Colleen Hittle, Ed Cambra, Sarah Jones, Kenyon Kopecky, Matt Doublestein, and Sharon Walker