

WARSAW COMMUNITY PUBLIC LIBRARY
310 East Main Street
Warsaw, IN 46580

LIBRARY DIRECTOR
Ann M. Zydek
May 4, 2022

BOARD OF TRUSTEES MEETING AGENDA
May 9, 2022, 4:00 P.M.
MEETING ROOM A/B

- A. CALL TO ORDER
- B. INTRODUCTION OF GUESTS
- C. READING AND APPROVAL OF AGENDA BOARD ACTION
- D. MINUTES OF LAST MEETING BOARD ACTION
- E. TREASURER'S REPORT BOARD ACTION
 - 1. April 2022 Financial Report
 - 2. Claims for May 2022
 - 3. Investments
- F. DIRECTOR'S REPORT
 - 1. Departmental Reports and Statistics for April 2022
 - 2. Staff/Trustee Update
 - 3. Building and Equipment Report
- G. COMMITTEE REPORTS
- H. OLD BUSINESS
- I. NEW BUSINESS
- J. ADJOURNMENT BOARD ACTION

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
April 11, 2022**

CALL TO ORDER

Vice President Barbara Beck called the meeting to order at 4:00 PM on Monday, April 11, 2022. Members present: Jill Beehler, Ben Rice, Jen Hicks, and Cathi Zdenek. Members absent with prior notice: Chris Merrill and Tim Keyes. Also present: Director Ann Zydek, Business Manager Renee Sweeny, Marketing Administrator Robin Fosnaugh, Times-Union Journalist Jackie Gorski, and InkFree Journalist Liz Shepherd.

READING AND APPROVAL OF AGENDA

The agenda of the April 11, 2022 meeting was reviewed. Jill Beehler moved

THAT the board approves the agenda as presented.

SECOND: Cathi Zdenek

MOTION: Passed

READING AND APPROVAL OF MINUTES

The minutes of the March 14, 2022 monthly meeting was reviewed. Ben Rice moved

THAT the board approves the minutes as presented.

SECOND: Jen Hicks

MOTION: Passed

The minutes of the March 14, 2022 Board Goals Retreat was reviewed. Cathi Zdenek moved

THAT the board approves the minutes as presented.

SECOND: Jill Beehler

MOTION: Passed

TREASURER'S REPORT

Renee Sweeny reviewed the financial report, claims and investments. Ben Rice moved

THAT the board approves the treasurer's report as presented.

SECOND: Cathi Zdenek

MOTION: Passed

DIRECTOR'S REPORT

Director Ann Zydek shared Adrienn Stoltz joined the library team as the Community Outreach Department Head. Ann is pleased with the connections Adrienn has made in the community.

Out of the libraries that have joined the new Indiana Digital Library consortium, WCPL is the ninth largest library for check outs during the first month. Patrons are encouraged to place

holds on materials, and WCPL patrons will be moved to the top of the list if the library owns a copy. Stats indicate people have been able to make the move to the new consortium.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

There was no old business.

NEW BUSINESS

The Materials Collection Fees Policy was reviewed. Jill Beehler moved

THAT the board approves the policy as presented.

SECOND: Cathi Zdenek

MOTION: Passed

The Capital Asset Policy was reviewed. Cathi Zdenek moved

THAT the board approves the policy as presented.

SECOND: Ben Rice

MOTION: Passed

The Remote Work Policy was reviewed. Ben Rice moved

THAT the board approves the policy as presented.

SECOND: Jen Hicks

MOTION: Passed

ADJOURNMENT

With no further business, Jen Hicks moved

THAT the meeting is adjourned at 4:20 PM.

SECOND: Ben Rice

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Marketing Administrator

Jill Beehler
Secretary