

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

LIBRARY DIRECTOR  
Ann M. Zydek  
July 6, 2022

**BOARD OF TRUSTEES MEETING AGENDA**  
**July 11, 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. June 2022 Financial Report
  - 2. Claims for July 2022
  - 3. Investments
- F. DIRECTOR'S REPORT
  - 1. Departmental Reports and Statistics for June 2022
  - 2. Staff/Trustee Update
  - 3. Building and Equipment Report
  - 4. 2023 Goals
- G. COMMITTEE REPORTS
- H. OLD BUSINESS
- I. NEW BUSINESS
  - 1. Janitorial Proposals BOARD ACTION
  - 2. 2023 Library Director's Salary/Compensation BOARD ACTION
- J. ADJOURNMENT BOARD ACTION

**WARSAW COMMUNITY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
EXECUTIVE SESSION MINUTES  
June 13, 2022**

**CALL TO ORDER**

President Chris Merrill called the session to order at 4:00 PM on Monday, June 13, 2022. Members present: Cathi Zdenek, Barbara Beck, Ben Rice, Jill Beehler, Jen Hicks, and Tim Keyes. Library Director Ann Zydek joined the meeting while it was in progress.

**PURPOSE**

The board met in an executive session to discuss the job performance evaluation of individual employees, as authorized under IC 5-14-1.5-6.1(b) (9). No other subject matter was discussed in the executive session.

**ADJOURNMENT**

By board consensus the meeting adjourned at 4:15 PM.

Respectfully Submitted:

Attested:

Jill Beehler  
Secretary

Chris Merrill  
President

**WARSAW COMMUNITY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
June 13, 2022**

CALL TO ORDER

President Chris Merrill called the meeting to order after the executive session at 4:17 PM on Monday, June 13, 2022. Members present: Jill Beehler, Ben Rice, Jen Hicks, Tim Keyes, Barbara Beck, and Cathi Zdenek. 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 June 13, 2022 meeting was reviewed. Jill Beehler moved

THAT the board approves the agenda as presented.

SECOND: Barbara Beck

MOTION: Passed

READING AND APPROVAL OF MINUTES

The minutes of the May 9, 2022 monthly meeting was reviewed. Cathi Zdenek moved

THAT the board approves the minutes as presented.

SECOND: Barbara Beck

MOTION: Passed

TREASURER'S REPORT

Renee Sweeny reviewed the financial report, claims, and investments. Tim Keyes moved

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

SECOND: Cathi Zdenek

MOTION: Passed

DIRECTOR'S REPORT

Director Ann Zydek shared the library closed May 30 to observe Memorial Day.

Jen Hicks and Tim Keyes were each reappointed to serve a second term on the WCPL Board of Trustees.

With the number and variety of events increasing, the library's insurance coverage was reviewed. An underwriter will need to be contacted to determine if additional coverage is needed for special events of short-term duration, such as petting zoos or inflatables. Jill Beehler inquired whether the Greyt Readers event would require addition coverage. Ann shared she would contact the insurance agent to check.

Working their last days with the library was Janet Marner on May 13, and Jill Chalk on May 18.

Registrations for the summer reading challenge include 847 children, 237 teens, and 500 adults.

The busiest hour at the library was 11 AM.

#### COMMITTEE REPORTS

There were no committee reports.

#### OLD BUSINESS

There was no old business.

#### NEW BUSINESS

There was no new business.

#### ADJOURNMENT

With no further business at 4:28 PM, Tim Keyes moved

THAT the meeting be adjourned.

SECOND: Jen Hicks

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh  
Marketing Administrator

Jill Beehler  
Secretary