

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

LIBRARY DIRECTOR
Ann M. Zydek
September 8, 2022

BOARD OF TRUSTEES PUBLIC HEARING
September 12, 2022
4:00 P.M.
MEETING ROOM A/B

- A. CALL TO ORDER
- B. PUBLIC HEARING FOR THE 2023 BUDGETS
- C. ADJOURNMENT

BOARD OF TRUSTEES MEETING
IMMEDIATELY FOLLOWING THE BUDGET HEARING
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. August 2022 Financial Report
 - 2. Claims for September 2022
 - 3. Investments
 - 4. Other
- F. DIRECTOR'S REPORT
 - 1. Departmental Reports and Statistics for August 2022
 - 2. Staff/Trustees Update
 - 3. Building and Equipment Report
 - 4. Other
- G. COMMITTEE REPORTS
- H. OLD BUSINESS
- I. NEW BUSINESS
 - 1. Resolution for Director Signature Stamp Usage BOARD ACTION
 - 2. Resolution for Corporation or Unincorporated Association BOARD ACTION
- J. ADJOURNMENT BOARD ACTION

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
August 8, 2022**

CALL TO ORDER

President Chris Merrill called the meeting to order at 4:04 PM on Monday, August 8, 2022. Members present: Ben Rice, Jen Hicks, Barbara Beck, Tim Keyes, Jill Beehler and Cathi Zdenek. Also present: Director Ann Zydek, Business Manager Renee Sweeny, Marketing Administrator Robin Fosnaugh, and InkFree Journalist Liz Shepherd.

READING AND APPROVAL OF AGENDA

The agenda of the August 8, 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 July 11, 2022 monthly meeting was reviewed. Cathi Zdenek moved

THAT the board approves the minutes as presented.

SECOND: Tim Keyes

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: Barbara Beck

MOTION: Passed

DIRECTOR'S REPORT

Library Director Ann Zydek shared the library was closed July 4 to observe Independence Day.

The Indiana Department of Local Government Finance estimated the 2023 Local Income Tax the library receives could be \$6,000 less per month. The December 2022 distribution estimate is \$876,315. Currently, the library cash flow is running close to operating balances.

Issues occurred with the automatic doors toward the end of the month. Ann has discussed possible solutions with Bruce Hively.

The Summer Reading Challenge ended with 662 adults recording 1.7 million pages read, 321 teens recording 957,633 pages read, and 1,094 children recording 857,025 pages/minutes read.

OverDrive now has a CPC option to make popular titles always available for WCPL patrons with no waiting.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A Commitment to Join Indiana State Library Consortium for Public Library Internet Access was presented. The resolution allows the library to obtain discount pricing for Internet services. Tim Keyes moved

THAT the Board approves the resolution as presented.

SECOND: Barbara Beck

MOTION: Passed

Renee recommended reducing the 2022 Operating Fund by \$452,332 and the 2022 Rainy Day Fund by \$200,000. Cathi Zdenek moved

THAT the Board approves the resolution as presented.

SECOND: Ben Rice

MOTION: Passed

Renee recommended transferring \$100,000 from the Operating Fund to the Rainy Day Fund. Ben Rice moved

THAT the Board approves the resolution as presented.

SECOND: Cathi Zdenek

MOTION: Passed

The Resident/Non-Resident Library Card Issuance Policy was reviewed. Ann recommended not increasing fees for non-resident library cards. Current annual rates are \$96 for individual cards, \$240 for family cards, and \$24 for three-month cards. Tim Keyes moved

THAT the board approves there be no changes to the policy.

SECOND: Ben Rice

MOTION: Passed

ADJOURNMENT

With no further business, Tim Keyes moved

THAT the meeting is adjourned at 4:15 PM.

SECOND: Jen Hicks

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Marketing Administrator

Jill Beehler
Secretary