



WARSAW COMMUNITY PUBLIC LIBRARY

310 E Main Street, Warsaw IN 46580

BOARD OF TRUSTEES PUBLIC HEARING November 17, 2025 - 4 PM - Meeting Room AB

- A. CALL TO ORDER
- B. SECOND PRELIMINARY DETERMINATION HEARING
- C. ADJOURNMENT

BOARD OF TRUSTEES MEETING AGENDA November 17, 2025 - 4:30 PM - Meeting Room AB

- A. CALL TO ORDER
- B. INTRODUCTION OF GUESTS
- C. ADOPTION OF AGENDA
- D. APPROVAL OF MINUTES
 - 1. October 20, 2025 First Preliminary Determination Hearing
 - 2. October 20, 2025 Monthly Meeting
 - 3. November 3, 2025 Executive Session
- E. FINANCIAL REPORT
- F. DIRECTOR'S REPORT
- G. COMMITTEE REPORTS
- H. OLD BUSINESS
- I. NEW BUSINESS
 - 1. 2026 Staff Development Date – March 12, 2026
 - 2. Adopt Preliminary Determination Resolution
 - 3. Adopt Reimbursement Resolution
- J. ADJOURNMENT

BOARD OF TRUSTEES EXECUTIVE SESSION AGENDA November 17, 2025 – 5:15 PM - Meeting Room AB

- A. CALL TO ORDER
- B. IC 5-14-1.5-6.1 (9) Discussion of Job Performance Evaluation of Individual Employees
- C. ADJOURNMENT

11-13-25

WCPL Trustees	Appointing Body	Term
Chris Merrill, President	Kosciusko County Commissioners	6/30/25 – 6/30/29
Tim Keyes, Vice President	Kosciusko County Commissioners	6/30/22 – 6/30/26
Ben Rice, Treasurer	Kosciusko County Council	6/30/25 – 6/30/29
Cathi Zdenek, Secretary	Warsaw Community Schools	8/31/23 – 8/31/27
Jill Beehler	Warsaw Community Schools	11/10/23 – 11/10/27
Jennifer Hicks	Kosciusko County Council	6/30/22 – 6/30/26
Barbara Beck	Warsaw Community Schools	9/9/24 – 9/9/28

warsawlibrary.org 
574.267.6011 

**EXCERPTS FROM MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES
WARSAW COMMUNITY PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Warsaw Community Public Library (the "Library") was held at the Warsaw Community Public Library, Warsaw, Indiana, on November 17, 2025 at the hour of 4:00 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present:

Absent:

(Among other proceedings had and actions taken were the following:)

The President presided over the hearing welcoming everyone and introducing members of the Board and speakers.

It was explained to the Board that under Indiana Code § 6-1.1-20-3.1 whenever a library proposes to issue bonds for the construction or renovation of a library building resulting in total project costs in excess of certain thresholds, the Library needs to hold two public hearings on its preliminary determination to issue such bonds. The first hearing on the preliminary determination for the Project (as defined herein) was held on October 20, 2025. Notice of both public hearings was published in the *Times-Union* on October 8, 2025 and was sent via first-class mail to the Kosciusko County Clerk and any organizations which requested such notice as provided in Indiana Code 6-1.1-20-3.1. The proof of publication of the notice of the hearings were presented to the meeting.

It was explained that at this hearing all interested people may give testimony and/or ask questions concerning the renovation of and improvements to the Warsaw Public Library, including site improvements and the purchase of equipment and technology (the "Project"). The President announced that the Board would now hear testimony and questions from the public.

At the conclusion of the public testimony and question, the Board considered the Preliminary Determination Resolution to issue bonds in order to complete the Project. On motion duly made and seconded, the resolution attached as Exhibit A was approved.

The President further stated that the Board needed to consider a Reimbursement Resolution. On motion duly made and seconded, the resolution attached as Exhibit B was adopted.

Motion made and seconded to adjourn the meeting. Meeting adjourned.

Secretary, Board of Trustees

ATTEST:

President, Board of Trustees

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
October 20, 2025**

CALL TO ORDER

President Chris Merrill called the meeting to order at 4:30 PM on Monday, October 20, 2025. Members Ben Rice, Barbara Beck, Jen Hicks, Tim Keyes, and Cathi Zdenek attended. Jill Beehler was absent with prior notice. Executive Director Heather Barron, Business Manager Renee Sweeny, Administrative Liaison Robin Fosnaugh, and two guests were also present.

READING AND APPROVAL OF AGENDA

The agenda for the October 20, 2025, meeting was reviewed. Tim Keyes moved to approve the agenda as presented.

SECOND: Barbara Beck

MOTION: Passed

READING AND APPROVAL OF MINUTES

The Board reviewed the minutes from the September 8, 2025, budget public hearing. Tim Keyes moved to approve the minutes as presented.

SECOND: Cathi Zdenek

MOTION: Passed

The minutes from the September 8, 2025, monthly meeting were reviewed. Tim Keyes moved to approve the minutes as presented.

SECOND: Ben Rice

MOTION: Passed

FINANCIAL REPORT

Renee Sweeny presented the financial report. Ben Rice moved to approve the report as presented.

SECOND: Cathi Zdenek

MOTION: Passed

DIRECTOR'S REPORT

Executive Director Heather Barron announced that Cheryl Wise has celebrated eight years at the library and has taken on a new role within Youth Services. Melissa Skinner celebrated seventeen years at WCPL. Heather Housel joined the team on October 6.

Erica Bennington nominated Linda Francis for the 2025 "Difference is You" award, presented by the Indiana State Library, during the annual support staff conference. Linda was honored as a nominee for the award.

A partnership with the Fort Wayne Jewish Federation and the Warsaw Performing Arts Center will enable the library to host Holocaust survivor Irene Miller as part of the "Americans and the Holocaust" exhibit on June 23, 2026, at the Warsaw PAC.

Robin Fosnaugh mentioned that it was National Friends of the Library Week and gave a special thanks to the FOL for their continued support.

September events, departmental highlights, stats, and media posts were reviewed.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

There was no old business.

NEW BUSINESS

The 2026 budgets were reviewed, with \$4,568,610 allocated for the General Fund, \$100,000 for the Rainy Day Fund, and a tax rate of 0.1263. Ben Rice moved to approve the budgets as presented.

SECOND: Cathi Zdenek

MOTION: Passed

The 3D Printer Policy was reviewed, and Ben Rice moved to approve the updated policy.

SECOND: Tim Keyes

MOTION: Passed

Robin mentioned that job performance evaluation documents were emailed to Trustees for the annual review of Executive Director Heather Barron. An executive session was scheduled for November 3, 2025, at 4 PM to review the documents.

ADJOURNMENT

With no additional business to discuss, Tim Keyes moved to adjourn the meeting at 4:55 PM.

SECOND: Jen Hicks

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Administrative Liaison

Cathi Zdenek
Secretary

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE SESSION MINUTES
November 3, 2025**

CALL TO ORDER

The meeting was called to order at 4 PM on Monday, November 3, 2025. Members present included Cathi Zdenek, Barbara Beck, Ben Rice, Jen Hicks, and Tim Keyes. Member Jill Beehler was absent with prior notice. Member Chris Merrill was absent without notice.

PURPOSE

The Board met in executive session to discuss the job performance evaluation of an individual employee, as authorized under IC 5-14-1.5-6.1(b) (9). No other topics were discussed during the session.

ADJOURNMENT

By Board consensus, the meeting adjourned at 5 PM.

Respectfully Submitted:

Attested:

Cathi Zdenek
Secretary

Tim Keyes
Vice President