



WARSAW COMMUNITY
PUBLIC LIBRARY

310 E Main Street, Warsaw IN 46580

BOARD OF TRUSTEES MEETING AGENDA
February 9, 2026 – 4 PM – Meeting Room AB

- A. CALL TO ORDER
- B. INTRODUCTION OF GUESTS
- C. ADOPTION OF AGENDA
- D. APPROVAL OF MINUTES
 - 1. January 2026 Monthly Meeting
 - 2. Annual Board of Finance Meeting
- E. FINANCIAL REPORT
- F. DIRECTOR'S REPORT
- G. COMMITTEE REPORTS
 - 1. Renovation Committee
- H. OLD BUSINESS
- I. NEW BUSINESS
- J. ADJOURNMENT

2-4-26

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
January 12, 2026**

CALL TO ORDER

President Chris Merrill called the meeting to order at 4:00 PM on Monday, January 12, 2026. Members Ben Rice, Barbara Beck, Jen Hicks, Tim Keyes, Jill Beehler, and Cathi Zdenek were in attendance. Executive Director Heather Barron, Business Manager Renee Sweeny, Administrative Liaison Robin Fosnaugh, and three guests were also present.

READING AND APPROVAL OF AGENDA

The agenda for the January 12, 2026, meeting was reviewed. Jill Beehler moved to approve the agenda as presented.

SECOND: Ben Rice

MOTION: Passed

READING AND APPROVAL OF MINUTES

The minutes from the December 8, 2025, monthly meeting were reviewed. Cathi Zdenek moved to approve the minutes as presented.

SECOND: Tim Keyes

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 Susie Deaton celebrated 18 years of service. After 26 years of service, Sujata Gokhale retired on December 26. Melissa Skinner transitioned to full-time, and Sarah Overstreet increased her hours to 20 per week.

The Americans and the Holocaust marketing campaign will kick off on January 27 to coincide with International Holocaust Remembrance Day.

Friends of the Library dedicated the Lights of Love tree in December and raised \$600. An additional \$800 was raised during a book sale held on December 11 and 12.

VFP conducted a three-year pressure test on the dry sprinkler system. The system failed the inspection because of air leaks.

An entire shelving stack has been removed from the Adult Services Department. A couple more stacks will be removed as part of the ongoing collection maintenance project. The additional shelf space has allowed more books to be displayed, thereby increasing circulation. Opening the area will also help prepare the space for the Americans and the Holocaust exhibit.

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

COMMITTEE REPORTS

Data and information are being collected to keep the Warsaw Common Council well-informed.

OLD BUSINESS

There was no old business.

NEW BUSINESS

The proposed meeting dates for 2026 were presented. Jill Beehler moved to approve the dates.

SECOND: Barbara Beck

MOTION: Passed

Trustees proposed candidates for the 2026 Board of Finance. Chris Merrill was nominated for President, and Ben Rice for Secretary. Cathi Zdenek moved to approve the nominations.

SECOND: Tim Keyes

MOTION: Passed

Tim Keyes, Jen Hicks, and Jill Beehler have been reappointed to the Review Committee for 2026. Cathi Zdenek moved to approve their appointments.

SECOND: Ben Rice

MOTION: Passed

The Resolution for Corporation or Unincorporated Association was updated. The resolution authorizes those listed to access, remove contents from, or surrender a safe deposit box on behalf of the library. Tim Keyes moved to approve the resolution as presented.

SECOND: Jen Hicks

MOTION: Passed

A resolution to encumber \$115,390 from the 2025 operating fund was presented. Tim Keys moved to approve the resolution.

SECOND: Cathi Zdenek

MOTION: Passed

Trustees selected their 2026 officers by paper ballot. Cathi Zdenek announced the unanimous election of President Chris Merrill, Vice President Tim Keyes, Secretary Cathi Zdenek, and Treasurer Ben Rice. Jill Beehler moved to certify the election results for the 2026 officers.

SECOND: Barbara Beck

MOTION: Passed

ADJOURNMENT

With no additional business to discuss, Tim Keyes moved to adjourn the meeting at 4:26 PM.

SECOND: Jen Hicks

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Administrative Liaison

Cathi Zdenek
Secretary

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF FINANCE MEETING MINUTES
January 12, 2026**

CALL TO ORDER

President Chris Merrill called the annual Board of Finance meeting to order at 4:30 PM on Monday, January 12, 2026. The following members were present: Jen Hicks, Cathi Zdenek, Tim Keyes, Barbara Beck, Jill Beehler, and Ben Rice. Executive Director Heather Barron, Business Manager Renee Sweeny, Administrative Liaison Robin Fosnaugh, and three guests were also in attendance.

NEW BUSINESS

President Chris Merrill and Secretary Ben Rice were elected to the 2026 Board of Finance. Jill Beehler moved to certify the election results.

SECOND: Tim Keyes

MOTION: Passed

The 2025 Investments Report was reviewed, and Cathi Zdenek moved to approve the report as presented.

SECOND: Ben Rice

MOTION: Passed

The Investments Policy was reviewed, and Ben Rice moved to approve the policy as presented.

SECOND: Tim Keyes

MOTION: Passed

ADJOURNMENT

With no additional business to discuss, Tim Keyes moved to adjourn the meeting at 4:34 PM.

SECOND: Jen Hicks

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Administrative Liaison

Ben Rice
Secretary