

April 27, 2022

MINUTES OF THE MEETING

I. **CALL TO ORDER:** The Michigan City Public Library Board of Trustees meeting was called to order by Doug Wickstrom, President, on Wednesday, April 27, 2022 at 2:00 PM. This regularly scheduled meeting is being held in accordance with the Indiana Open Door Law.

Those members in attendance:

Doug Wickstrom, President
Don Montgomery, Vice President
Mike Wilkerson, Secretary
Stasi Benning, Member
Dr. Mark Jacobi, Member
Dale Cooper, Member

Others in attendance:

Don Glossinger, Director
Andrew Smith, Assist. Director
Kurt Earnst, Legal Counsel
Samantha Royal, Treasurer
Robin Kohn, Public Relations
Margaret Whitaker, Recording Secretary
Tamara Ansell, Assist. Controller

Those members absent: Rose Tejeda, Member

II. **PUBLIC COMMENTS:** No comments.

III. **MINUTES:** Motion was made by Don Montgomery and seconded by Stasi Benning to approve the minutes of the regular Board meeting of March 23, 2022. All yea. No nay. Motion carried.

IV. **FINANCIAL REPORTS:** The Statement of Receipts and Disbursements for the month ending March 31, 2022 shows an operating fund balance of \$413,326.81 and a total funds balance of \$4,043,417.79.

The March 31, 2022 operating fund receipts were \$39,673.42 and operating fund disbursements were \$264,566.40.

2022 Money owed to the Library Rainy Day Fund

Rainy Day Fund \$1,100,000

April 27, 2022

B. APPROVAL OF BILLS: The revised list of warrants was increased by \$4,895.49. Motion was made by Don Montgomery and seconded by Dale Cooper to approve the revised list of warrants of April 27, 2022 in the amount of \$79,737.56. All yea. No nay. Motion carried.

C. OTHER: RAINY DAY FUND TRANSFER TO OPERATING FUND RESOLUTION

Whereas, the Michigan City Public Library Board is expecting a delay in receiving various forms of revenue from LaPorte County and the State of Indiana.

The Michigan City Public Library Board authorizes the Michigan City Public Library Treasurer to make a transfer of funds from the Rainy Day Fund on May 2, 2022.

Be it resolved, by the Board of Trustees of the Michigan City Public Library, Michigan City, LaPorte County, Indiana, to authorize a transfer of \$850,000 from the Rainy Day Fund to the Library Operating Fund. This total transfer of \$850,000 is to be repaid at such time our 2021 pay 2022 Property Tax Draw is received in December of 2022. Motion was made by Don Montgomery and seconded by Mike Wilkerson to approve the Rainy Day Fund Transfer to Operating Fund Resolution. All yea. No nay. Motion carried.

V. CORRESPONDENCE: Will be filed with these minutes.

VI. OLD BUSINESS: None.

VII. DIRECTOR'S REPORT: Don commented to the Board that he is very grateful for the tutoring program and that one of Jessica Hoffmaster's adult students was offered a job at one of the mills in the area.

The monthly Director's report was submitted in the Board packet and will be filed with these minutes.

VIII. COMMITTEE REPORTS:

A. Building and Grounds Committee Update: No report.

B. Budget and Finance Committee Update: No report.

C. Friends of the Michigan City Public Library Update – Liaison: Dale Cooper reported that the Friends met on April 20th. The Friends Collectors Breakfast had a very good turn out and she will have the amount of money raised at next month's meeting. Dale also asked if there were any plans for the Library's 125th anniversary. Robin Kohn said that there will be a celebration but does not have a definite plan yet.

D. Policy and Procedures Committee Update: No report.

E. Personnel Committee Update:

IX. NEW BUSINESS:

1. Motion was made to allow the JLG Vertical Lift to be sold on an online auction. Motion to approve the sale of the JLG Vertical Lift was made by Don Montgomery and seconded by Mike Wilkerson. All yea. No nay. Motion carried.

2. Motion was made to close the Library until 10:00 a.m., May 19th for the Employee Appreciation Breakfast. Motion to approve closing the Library until 10:00 a.m. on May 19th was made by Stasi Benning and seconded by Dale Cooper. All yea. No nay. Motion carried.

X. PUBLIC COMMENTS: No comments.

XI. BOARD COMMENTS: Dale Cooper informed the Board that the Friends ongoing book sale at the La Porte County Visitors Bureau is going very well.

XII. QUORUM DETERMINATION: The next regular Board Meeting is 2:00 PM Wednesday, May 25, 2022, in the Library's Meeting Room. Any member unable to attend should inform the Library's Administration Office.

XIII. ADJOURNMENT: Motion was made by Don Montgomery and seconded by Dale Cooper to adjourn this meeting. All yea. No nay. Motion carried. This meeting adjourned at 2:11 PM.