

October 26, 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, October 26, 2022 at 2:00 p.m. 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  
Rose Tejeda, Member  
Dale Cooper, Member

Others in attendance:

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

Those members absent: Dr. Mark Jacobi, Member

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

III. **MINUTES:** Motion was made by Don Montgomery and seconded by Stasi Benning to approve the minutes of the regular Board meeting of September 28, 2022. All yea. No nay. Motion carried.

Motion was made by Don Montgomery and seconded by Rose Tejeda to approve the minutes of the Executive Session of September 28, 2022. All yea. No nay. Motion carried.

IV. **FINANCIAL REPORTS:** The Statement of Receipts and Disbursements for the month ending September 30, 2022 shows an operating fund balance of \$1,076,429.40 and a total funds balance of \$4,458,866.74.

The September 30, 2022 operating fund receipts were \$40,058.89 and operating fund disbursements were \$221,361.69.

Our current forecasted 2022 end of year Operating Fund cash balance is \$543,100.

**2022 Money owed to the Library Rainy Day Fund**

**Rainy Day Fund                      \$1,100,000**

**B.    APPROVAL OF BILLS:** The revised list of warrants was increased by \$14,960.56. Motion was made by Don Montgomery and seconded by Dale Cooper to approve the revised list of warrants of October 26, 2022 in the amount of \$187,314.24. All yea. No nay. Motion carried.

**C.    OTHER:** None.

**V.    CORRESPONDENCE:** None.

**VI.   OLD BUSINESS:** None.

**VII.   DIRECTOR'S REPORT:** The monthly Director's report was submitted in the Board packet and will be filed with these minutes. Don also informed the Board that the specs are out on the Courtyard Heater Project and he will also be scheduling Buildings and Grounds and Personnel Committee meetings next month.

**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 informed the Board that the Friends of the Library participated in Boo at the Zoo.

**D.    Policy and Procedures Committee Update:** No report.

**E.    Personnel Committee Update:** No report.

**IX. NEW BUSINESS:** Motion was made by Don Montgomery and seconded by Stasi Benning to approve the Board of Trustees meeting dates and times for 2023 as presented. All aye. No nay. Motion carried.

Motion was made by Dale Cooper and seconded by Don Montgomery to approve the Library holiday closings and comp time holidays for 2023 as presented. All aye. No nay. Motion carried.

Motion was made by Don Montgomery and seconded by Dale Cooper to approve the Library Rules and Regulations as presented. All aye. No nay. Motion carried.

**X. PUBLIC COMMENTS:** No comments.

**XI. BOARD COMMENTS:** No comments.

**XII. QUORUM DETERMINATION:** The next regular Board Meeting is 2:00 p.m. Wednesday, November 16, 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 Stasi Benning and seconded by Rose Tejeda to adjourn this meeting. All yea. No nay. Motion carried. This meeting adjourned at 2:09 p.m.