

April 26, 2023

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 26, 2023 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
Rose Tejada, Member
Dr. Mark Jacobi, Member
Dale Cooper, Member

Others in attendance:

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

Those members absent: Stasi Benning, Member

II. PUBLIC COMMENTS: None.

A. Introduction of New Employees: Lori Richardson introduced Dustin Rhodes and Paige Lacey from the Youth Services Department, Kayla Weiss introduced Jim McKervey from the Circulation Department and Brandon Jones introduced Philo Herrold from the Maintenance Department.

III. MINUTES: Motion was made by Don Montgomery and seconded by Rose Tejada to approve the minutes of the regular Board meeting of March 22, 2023. All yea. No nay. Motion carried.

IV. FINANCIAL REPORTS: The Statement of Receipts and Disbursements for the month ending March 31, 2023 shows an operating fund balance of \$609,160.68 and a total funds balance of \$4,366,764.06.

The March 31, 2023 operating fund receipts were \$48,951.29 and operating fund disbursements were \$237,674.94.

In March the Library Endowment Earnings Fund received first quarter 2023 dividends and interest of \$3,913.03 from the IMA Fund. The dividends and interest from the Endowment Investment Fund was in the amount of \$3,282.69 but not deposited into the Endowment Earnings Fund until April 5th. The total first quarter 2023 dividends and interest are \$7,195.72.

2023 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 \$11,033.22. Motion was made by Don Montgomery and seconded by Dale Cooper to approve the revised list of warrants of April 26, 2023 in the amount of \$324,342.81. All yea. No nay. Motion carried.

C. OTHER: None.

V. CORRESPONDENCE: Will be filed with these minutes.

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.

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 the Collector's Breakfast went very well and the Friends of the Library are collecting and sorting books for their book sale at the Visitor's Center.

- D. Policy and Procedures Committee Update:** No report.
- E. Personnel Committee Update:** The Personnel Committee met prior to this meeting to discuss employee reclassification. Motion was made by Dale Cooper and seconded by Dr. Mark Jacobi to reclassify Sydney Ledsome's position from part-time Librarian IV to full time Librarian III at the rate of \$20.00 per hour effective Sunday, April 30, 2023. All yea. No nay. Motion carried.
- IX. NEW BUSINESS:** Motion was made by Don Montgomery and seconded by Mike Wilkerson to close the Library until 10:00 a.m. Tuesday, May 16th for the Annual Employee Appreciation Breakfast. All yea. No nay. Motion carried.
- X. PUBLIC COMMENTS:** No comments.
- XI. BOARD COMMENTS:** Rose Tejeda commented on how nice the Volunteer Luncheon was.
- XII. QUORUM DETERMINATION:** The next regular Board Meeting is 2:00 p.m. Wednesday, May 24, 2023, in the Library's Meeting Room. Any member unable to attend should inform the Library's Administration Office.
- XIII. ADJOURNMENT:** Motion was made by Rose Tejeda and seconded by Dr. Mark Jacobi to adjourn this meeting. All yea. No nay. Motion carried. This meeting adjourned at 2:08 p.m.