

August 23, 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, August 23, 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 Tejeda, 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: Stasi Benning, Member

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

III. **MINUTES:** Motion was made by Don Montgomery and seconded by Dale Cooper to approve the minutes of the regular Board meeting of July 26, 2023. All ye. No nay. Motion carried.

IV. **FINANCIAL REPORTS:** The Statement of Receipts and Disbursements for the month ending July 31, 2023 shows an operating fund balance of \$1,561,997.92 and a total funds balance of \$4,959,587.11.

The July 31, 2023 operating fund receipts were \$48,124.17 and operating fund disbursements were \$284,348.24.

Samantha Royal reported the following:

The Budget & Finance Committee met at 1:30 PM on Wednesday August 23, 2023 with the Library Administration to discuss the 2024 Budget for the Operating and Rainy Day Funds. The 2024 Budget was included in the packet for review before the 2:00 PM August 23, 2023 Board meeting.

The public hearing of the Library's 2024 Budget will take place at a special Board meeting on September 13, 2023 at 9:30 AM in the Michigan City Public Library meeting room. This special Board meeting will be announced to the public on the DLGF Gateway web site via form No. 3 Notice to Taxpayers. Form No. 3 will be submitted to the Gateway web site on August 23, 2023 after the Board meeting.

The Library Board will adopt the 2024 Budget at the September 27, 2023 meeting. After adoption, the final 2024 Budget will be submitted into the DLGF Gateway web site.

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 \$8,189.85. Motion was made by Don Montgomery and seconded by Rose Tejada to approve the revised list of warrants of August 23, 2023 in the amount of \$87,531.27. All yea. No nay. Motion carried.

V. CORRESPONDENCE: Mike Wilkerson announced the numerous donations to the Writing Out Loud program. The list 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: The Building and Grounds Committee met at 2:00 p.m. on August 16, 2023 to discuss the Roof Replacement Project. It was decided more time was needed for planning the project and is anticipating to start in 2025.

B. Budget and Finance Committee Update: The Budget and Finance Committee met at 1:30 p.m. on August 23, 2023 to review the 2024 Budget and Gateway Form No. 3. A motion was made as follows:

Motion was made by Don Montgomery and seconded by Dale Cooper to schedule a public hearing on September 13, 2023 at 9:30 a.m., in the Library's Meeting Room to answer any questions the public may have regarding the Library's 2024 Budget. All yea. No nay. Motion carried.

C. Friends of the Michigan City Public Library Update – Liaison: No report.

D. Policy and Procedures Committee Update: No report.

E. Personnel Committee Update: No report.

IX. NEW BUSINESS: None.

X. PUBLIC COMMENTS: No comments.

XI. BOARD COMMENTS: No comments.

XII. QUORUM DETERMINATION: The next regular Board Meeting is 2:00 p.m. Wednesday, September 27, 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 Dale Cooper and seconded by Don Montgomery to adjourn this meeting. All yea. No nay. Motion carried. This meeting adjourned at 2:10 p.m.