

February 28, 2024

MINUTES OF THE MEETING

I. **CALL TO ORDER:** The Michigan City Public Library Board of Trustees meeting was called to order by Mike Wilkerson, President, on Wednesday, February 28, 2024 at 2:00 PM. This regularly scheduled meeting is being held in accordance with the Indiana Open Door Law.

Those members in attendance:

Mike Wilkerson, President
Dale Cooper, Vice President
Stasi Benning, Secretary
Don Montgomery, Member
Doug Wickstrom, Member
Matt Kubik, Member

Others in attendance:

Don Glossinger, Director
Andrew Smith, Assist. Director
Samantha Royal, Treasurer
Dave Fink, Videographer
Margaret Whitaker, Recording Secretary

Those members absent: Rose Tejada, Member

II. **OATH OF OFFICE:** The Oath of Office was not administered due to Mr. Kurt Earnst, Legal Counsel, being unable to attend the meeting.

III. **PUBLIC COMMENTS:** No comments.

IV. **MINUTES:** Motion was made by Don Montgomery and seconded by Stasi Benning to approve the minutes of the regular Board meeting of January 24, 2024. All yea. No nay. Motion carried.

V. **FINANCIAL REPORTS:** The Statement of Receipts and Disbursements for the month ending January 31, 2024, shows an operating fund balance of \$1,075,996.97 and a total funds balance of \$5,316,336.06.

The January 31, 2024 operating fund receipts were \$1,150,665.92 and operating fund disbursements were \$823,266.39

The Treasurer reported that on January 31, 2024 the Library received a Local Income Tax (LIT) distribution in the amount of \$43,305.75 from the LaPorte County Auditor. This monthly amount is \$638.25 or 1.5% more than 2023.

In January the Library Endowment Earnings Fund received Fourth Quarter 2023 dividends and interest from the IMA Fund in the amount of \$6,834.20.

In January 2024 the Library transferred \$579,524.49 from the Operating Fund to the Rainy Day Fund.

2024 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 \$9,516.91. Motion was made by Don Montgomery and seconded by Doug Wickstrom to approve the revised list of warrants of February 28, 2024 in the amount of \$137,084.58. All yea. No nay. Motion carried.

C. OTHER: No report.

VI. CORRESPONDENCE: Stasi Benning reported Gene & Dorothea Plath donated \$30.00 to the Endowment Fund.

VII. OLD BUSINESS: None.

VIII. DIRECTOR'S REPORT: This report was submitted in the packet and will be filed with these Minutes.

IX. 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:** No report.
- D. **Policy and Procedures Committee Update:** No report.
- E. **Personnel Committee Update:** No report.

X. NEW BUSINESS: None.

XI. PUBLIC COMMENTS: No comments.

XII. BOARD COMMENTS: None.

XIII. QUORUM DETERMINATION: The next regular Board Meeting is 2:00 PM Wednesday, March 27, 2024 in the Library's Meeting Room. Any member unable to attend should inform the Library's Administration Office.

XIV. ADJOURNMENT: This meeting adjourned at 2:06 p.m.