

La Porte County Public Library Board of Trustees Meeting Minutes

May 15, 2025 at 5:30 PM CDT

904 Indiana Ave., La Porte, IN 46350

Attendance

Present:

Dara Jeffries, Gina Alber, Bonnie Snider, and Amy Jackson

Absent:

Nicole Florek, Corey Campbell, and Tucker King

Also Attended

Fonda Owens, Director

Anthony Novak, Attorney

Call to Order

President Dara Jeffries called the meeting to order at 5:32PM

Public Forum

President Dara Jeffries called for questions or comments from the public. There were none.

Consent Agenda

1. Minutes of the April 17, 2025 Board of Trustees Meeting
2. Financial Report
3. Statistics Report

A motion was made by Bonnie Snider and seconded by Gina Alber to approve the consent agenda. The vote was taken and the motion carried.

Reports

Managers Reports

De Burke presented a brief overview benefits offered to library employees based on all employees, 20+ hours employees and 30+ hours employees. All employees have access to the wellness clinic, EAP and bereavement leave. 20+ hours employees benefits include access to PERF, 457(b) plan, PTO, Holiday, Sick Bank. 30+ hours employees benefits include everything from All Employees and 20+ hours employees, with the additions of health, dental, vision, life insurance with the option to add disability coverages.

Holly Trott, Collections and Access Manager, introduced Christian Ferrara who is the new Public Services Librarian.

Director's Report

Director, Fonda Owens gave the Board an update on her priorities for the month. She worked extensively with De Burke and representatives from General Insurance Service to discuss the health insurance plans for 2025/2026.

Positive comments were given by employees regarding Staff In-Service Day. Presentations were given by Director Owens, Toni Kester Bulger, Holly Trott, Nick York, Angi Dawson, Jen McInerney and the IT team.

Ms. Owens is continuing to participate the conversation with Indiana Library Federation and other organizations regarding future funding for libraries. Based on the changes coming there could be a significant impact on funding for rural communities with flat growth and aging populations.

Director Owens did get an opportunity to discuss the problems of merging governmental units with Governor Mike Braun.

She met with MKM, lead architect, Zack Benedict to concentrate on space layouts and HVAC concerns at Main.

Pam Okosun, the Library's Community Learning manager, has left the organization. An evaluation of the needs within the Community Learning department will help with determining the next steps.

The circulation desk remodeling will start mid-June. Maple Ave. construction will take about a month.

Director Owens will be on PTO next week.

Legal Counsel

According to Anthony Novak, he collaborated with Director Owen on a few projects.

Unfinished Business

New Business

a. Recommendation for Health and Life Insurance Benefits

Director Owens explained the process insurance renewal for the 2025/2026 coverage year. Increase with current plan at 49% and plan from Anthem at 56.13% for health insurance, other options were explored that would allow the library to offer insurance coverages within budget. PHP (Physicians Health Plan of Northern Indiana) at a cost increase of 10.39% for health insurance was proposed by GIS. This plan raises the deductibles from \$3500 to \$7500 for an

individual and from \$7000 to \$15,000 for a family. This keeps the cost of the plan within the library's budget.

Dental, vision, life and disability insurances vendor will change from Principal and Eye Med to Mutual of Omaha.

A motion was made by Bonnie Snider and seconded by Amy Jackson to approve the recommendation for the 2025/2026 coverage for employees working 30 hours or more per week. Switch to PHP Legacy 7500 HAS P1 plan for Health Insurance. Continue the Library contribution to employee HAS accounts at \$1000 per year for employees who qualify. Dental, Vision, Life and Disability Insurances switch provider to Mutual of Omaha. Continue to offer EAP benefit to staff. The vote was taken and the motion carried.

b. Resolution for Section 125 Cafeteria Plan

A motion was made by Amy Jackson and seconded by Bonnie Snider to approve the Section 125 Cafeteria Plan as presented.

**For La Porte County Public Library Section 125 Premium
Only Plan Ending June 30, 2026**

The undersigned Secretary or Principal of La Porte County Public Library (the Employer) hereby certifies that the following resolutions were duly adopted by the board of directors of the Employer on July 1, 2025, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective July 1, 2025, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

The vote was taken and the motion carried.

c. Resolution to Transfer Surplus Personal Property

A motion was made by Bonnie Snider and seconded by Gina Alber to approve the Resolution to Transfer Surplus Personal Property as presented.

Resolution to Transfer Surplus Personal Property

In accordance with IC 36-12-3-S(c) the Library Board of Trustees may transfer personal property no longer needed for library purposes for no compensation or a nominal fee to an Indiana nonprofit library organization that is:

- (1) tax exempt; and
- (2) organized and operated for the exclusive benefit of the library disposing of the property; without complying with IC 36-1-11 or IC 5-22.

Therefore, be it resolved that the La Porte County Public Library Board of Trustees declare that Library Material (print and non-print) and decommissioned computer equipment and furniture items that are no longer needed for Library purposes be given to the Friends of the La Porte County Public Library in accordance with IC 36-12-3-S(c).

DULY ADOPTED by the Board of Trustees of the La Porte County Public Library at its regular meeting held on the 15th day of May 2025 at which meeting a quorum was present.

The vote was taken and the motion carried.

d. 3-D Printer Fee Adjustment

A motion was made by Amy Jackson and seconded by Bonnie Snider to change the fee for the 3-D Bamboo filament from .10 cent per gram to .05 cent per gram to better align with library cost. The vote was taken and the motion carried.

Approval and Payment of Claims – APV Batch Thursday, May 15, 2025

A motion was made by Bonnie Snider and seconded by Amy Jackson to approve the payment of claims APV batch dated May 15, 2025. The vote was taken and the motion carried.

Questions or Comments from the Public

President Dara Jeffries called for questions or comments from the public. There were none.

Questions or Comments from the Board

President Dara Jeffries called for questions or comments from the Board. There were none.

Adjournment

A motion was made by Gina Alber and seconded by Bonnie Snider to adjourn the meeting at 6:20 PM. The vote was taken and the motion carried.