

La Porte County Public Library Board of Trustees Meeting Minutes

August 15, 2024 at 5:30 PM CDT

904 Indiana Avenue, La Porte, IN 46350

Attendance

Present:

Dara Jeffries, Amy Jackson, Nicole Florek, Bonnie Snider and Karen Ellison

Also Attended

Fonda Owens, Director

Anthony Novak, Attorney

Absent:

Corey Campbell, Amy Jackson and Justin Holmquest

Call to Order

President Dara Jeffries called the meeting to order at 5:31PM

Public Forum

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

Consent Agenda

1. Minutes of the July 18, 2024 Board of Trustees Meeting
2. Financial Report

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

Reports

Managers Reports

Toni Kester Bulger, Holly Trott and Pam Okosun shared highlights from their monthly reports.

Director

Director, Fonda Owens, reported that much of her time has been spent working on the 2025 budget. She and Ann Shaffer met with the Department of Local Government Finance representative to review the budget and consult on the way to regain the levy that was forgone in 2019. The DLGF representative assured us that the Library could indeed request the increase as long as the overall budget did not exceed the maximum levy growth quotient of 4% for 2025.

The strategic planning process continues with meetings with Trudy Menke and Toni Kester Bulger. Staff, community and Board input sessions have been scheduled. A survey and a discussion guide have been developed for these meetings.

The La Porte Community School's library collections have been added to our catalog and training of the school staff has taken place. Director Owens will now focus on renewal Libraries360 agreements with South Central, New Prairie and Michigan City schools.

Director Owens reported that at the last Friends of the Library meeting, the group was happy to hear that the Library Board is taking the lead on the question of a formation of a library foundation.

Director Owens also reported that she is continuing to work with Make48 on a 2025 event. Also, she is arranging for the fall meeting of the Northern Indiana Library Board Association on September 30, 2024 with guest speaker from Baker Tilly.

Legal Counsel

Anthony Novak reported it has been a quiet month.

Unfinished Business

1. Date for Strategic Planning Workshops
 - a. Staff sessions will be September 23, 24 and 25
 - b. Community sessions will be October 8, 9 and 10
 - c. Board of Trustees session possible November 21
2. LPCPL Exchange Mural Final Design

A motion was made by Karen Ellison and seconded by Bonnie Snider to choose Option 1 for the Mural at the LPCPL Exchange. The vote was taken and the motion carried.

New Business

1. 2025 Budget

The 2025 budget was presented to the board as follows:

Rainy Day Fund	\$400,000
General Operating Fund	\$7,679,500
Debt Service Fund	\$829,195
Library Improvement Reserve Fund (LIRF)	\$150,000

The Public Hearing Date will be September 19, 2024 at 5:15pm and the Budget Adoption Meeting will be October 17, 2024.

A motion was made by Karen Ellison and seconded by Bonnie Snider to accept the 2025 budget, public hearing and adoption meeting dates as presented. The vote was taken and the motion carried.

2. Resolution for Transfer to Library Improvement Reserve Fund

A motion was made by Bonnie Snider and seconded by Karen Ellison to approve the resolution transfer to LIRF as presented.

RESOLUTION TO TRANSFER TO LIBRARY IMPROVEMENT RESERVE FUND

Whereas, it has been determined that the amount budgeted for transfer from the Operating Fund for 2024 to the Library Improvement Reserve Fund in the amount of \$100,000 is available for transfer.

Now, therefore, be it resolved by the Board of Trustees of La Porte County Public Library, La Porte County, La Porte, Indiana, that the amount of \$100,000 be transferred to the Library Improvement Reserve Fund and ordered set apart out of that fund herein named and for the purposes herein specified, subject to the laws governing the same to further the projects of La Porte County Public Library.

Transfer from	Operating Fund	\$100,000
Transfer to	Library Improvement Reserve Fund	\$100,000

Presented to the La Porte County Public Library Board of Trustees, read in full, and adopted on this 15th day of August, by the following aye and nay vote.

The vote was taken and the motion carried.

3. Annual Review of the Bylaws

Director Owens presented the Board with the current Library Bylaws for review. Any changes and approval will be considered at upcoming meetings.

Approval and Payment of Claims – APV Batch August 15, 2024

A motion was made by Bonnie Snider and seconded by Nicole Florek to approve the payment of claims APV batch dated August 15, 2024. 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 Bonnie Snider and seconded by Karen Ellison to adjourn the meeting at 6:23 PM. The vote was taken and the motion carried.