

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
December 16, 2024

Members

Mary Baker
Joe Dunbar
Stephanie Carrell, President
Alan Girton
Stephanie Oden
Karen Sosbe

Others

Hayden Cummins
T.J. Rethlake
Liliana Taskey
Alexandria Toren

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Rita Bates, Head of Finance
Trina Evans*
Ginger Hanny, Administrative Assistant
Amy Russell*
Aaron Smith*
Christie Tate

The meeting was called to order by the president at 4:31 p.m. with six members present. (Board members, Ms. Bates, Ms. Brautigam, Ms. Hanny, Ms. Tate, and Mr. Workinger. All others* attended via Zoom.)

There were no public comments in person or via Zoom meeting software chat.

The consent agenda was reviewed as follows (see reports and agenda): Minutes of November meeting; November statistical report; November 12 – December 9, 2024, appropriations report; November financial report; and November 12 – December 9, 2024, allowance of claims. The consent agenda was approved, following a motion by Mr. Dunbar and a second by Ms. Oden, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Sosbe).

Resolutions to transfer between library appropriations (see resolutions) were reviewed as follows: \$6,000.00 from Fuel to Miscellaneous Supplies; \$2,500.00 from Communications to Waste Disposal Service; and \$2,000.00 from Communications to Rent of Equipment. The transfers were approved, following a motion by Ms. Baker and a second by Mr. Dunbar, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Sosbe).

Amendments to the 2025 Salary Resolution (see resolution) were reviewed and approved, following a motion by Mr. Dunbar and a second by Ms. Baker, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Sosbe). The amended resolution now includes a statement about the annual stipend given to staff in November and numerical formatting of the pay rates has been updated for compatibility with the new payroll software.

The board approved the 2025 – 2028 Strategic Plan (see document), following a motion by Ms. Baker and a second by Mr. Dunbar, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Sosbe).

The Director’s Goals through August 2025 (see document) were reviewed. Based on feedback received from the board, Ms. Brautigam amended two of her goals. Regarding her first goal to “create and launch an internal leadership program,” Ms. Brautigam amended it to “create and schedule a launch of an internal leadership program.” Regarding her third goal to “hold a series of meetings with local groups and individuals,” Ms. Brautigam amended it to “hold two to four meetings with local groups and individuals.”

Updates to the Director’s Job Description (see document) were approved, following a motion by Ms. Baker and a second by Mr. Dunbar, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Sosbe).

Changes to the Electronic Device and Internet Acceptable Use Policy (see policy) were approved, following a motion by Mr. Girton and a second by Ms. Oden, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Sosbe).

The board approved the Compensation Consultant Recommendation (see proposals), following a motion by Ms. Baker and a second by Mr. Girton, by the following vote (aye – Ms. Baker, Mr. Girton, Ms. Oden, and Ms. Sosbe; nay – Mr. Dunbar). Ms. Brautigam and Ms. Tate presented the board with a comparative assessment of four compensation consultants and their proposals. Based on the recommendation of Ms. Brautigam and Ms. Tate, the board approved to proceed with NFP, a consultation firm in Indianapolis. Mr. Dunbar was not in agreement with hiring an outside firm to conduct the compensation study and voted against proceeding with the recommended firm.

There was no Other New Business.

Under Director’s Comments: Ms. Brautigam shared with the board a handwritten note from Ms. Karen Foust, a patron of the library. The note read as follows: “Dear Ms. Brautigam, This is written to express my appreciation of what a great job the library is doing with programming and publicity. The quarterly book is so appreciated and I look forward to participating and seeing what’s available each time I get one. I’m especially appreciative of the Saturday craft activity on Saturdays at the South branch under the direction of Susan Bednarz. She always seems to go above and beyond to offer fun and creative activities. Susan is extremely organized and has everything prepared and directions are clear cut to make sure everyone is successful! It truly is something I really look forward to doing each and every time! Thanks again to you and your staff for doing such a great job!”

The meeting was adjourned at 5:24 p.m.

Mary Baker, Secretary

[Minutes prepared by Ginger Hanny.]

The next library board meeting will be on **Tuesday, January 21** at 4:30 p.m. at KHCPL Main.