

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
November 18, 2024

Members

Joe Dunbar
Stephanie Carrell, President
Alan Girton
Stephanie Oden
Cathy Stover

Others

Hayden Cummins
Liliana Taskey
Alexandria Toren

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Rita Bates, Head of Finance
Ginger Hanny, Administrative Assistant
Caele Pemberton
Amy Russell*
Marsha Santen
Aaron Smith*
Christie Tate*

The meeting was called to order by the president at 4:30 p.m. with five members present. (Board members, Ms. Bates, Ms. Brautigam, Ms. Hanny, Ms. Pemberton, Ms. Santen, 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 October meeting; October statistical report; October 15 – November 11, 2024, appropriations report; October financial report; and October 15 – November 11, 2024, allowance of claims. The consent agenda was approved, following a motion by Mr. Dunbar and a second by Ms. Stover, by the following vote (aye – Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Stover).

The board approved the 2024 updates to the 2020 Strategic Plan (see document), following a motion by Mr. Girton and a second by Mr. Dunbar, by the following vote (aye – Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Stover).

The board approved the Resolution to Transfer Between Library Appropriations (see resolution) for \$15,000.00 from Physical Materials to Ebooks, following a motion by Mr. Dunbar and a second by Mr. Girton, by the following vote (aye – Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Stover).

The annual Friends of the Library report (see report) was presented to the board by current Friends President, Caele Pemberton. The report highlighted several projects that were funded by the Friends of the Library in the past year. Ms. Pemberton also highlighted the success of the most recent book sale which took place in November.

Ms. Bates, Head of Finance, informed the board of receipt of an IRS Proposed Penalty Notice. The notice claimed that KHCPL submitted 2022 W2s after the deadline. Ms. Bates informed the board that she wrote a letter disputing the claim and submitted all relevant documentation to demonstrate the library's pattern of submitting documentation each year. Ms. Bates has received confirmation that the letter was delivered and is awaiting a response from the IRS.

Marsha Santen, School & Community Librarian, updated the board on the partnership between KHCPL and Central Middle School. Throughout a typical week at the school, all English classes visit the school library. Students receive assistance with selecting books for book reports, researching information for papers, and checking out materials from KHCPL locations that are not available through the school library collection. Teachers also benefit from the partnership through teacher collections and access to online database resources. Central Middle School is the only school in the Kokomo School Corporation that has a Librarian and a Library Technical Assistant at the school. Ms. Santen shared that the positive impact of this is most evident through the positive feedback they receive from students and teachers.

There was no Other New Business.

Under director's comments: Ms. Brautigam shared the KHCPL Values Statement with the board. She shared that the Values Statement was first shared with staff at Staff Development Day where staff were able to offer suggestions for how to keep these values at the forefront of who we are and what we do. Ms. Brautigam also shared a celebratory note that the transfer of property formerly owned by Mr. Bean is complete and has been rezoned to the same zoning classification as the adjoining library property.

The meeting was adjourned at 5:11 p.m.

Mary Baker, Secretary

[Minutes prepared by Ginger Hanny.]

The next library board meeting will be on **Monday, December 16** at 4:30 p.m. at KHCPL Main.