

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

Members

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

Others

T. J. Rethlake, Attorney

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Rita Bates, Head of Finance
Trina Evans, Head of Children's Services
Ginger Hanny, Administrative Assistant
Christie Tate, Head of Human Resources & Volunteers

The budget public hearing was called to order by the president at 4:30 p.m. with seven members present. (Board members, Mr. Rethlake, Ms. Bates, Ms. Brautigam, Ms. Evans, Ms. Hanny, Ms. Tate, and Mr. Workinger.)

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

The budget public hearing was adjourned, following a motion by Mr. Dunbar and a second by Ms. Stover, by the following vote (aye—Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover).

The regular meeting was called to order at 4:31 p.m.

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 August meeting; August statistical report; August 13 – September 9, 2024, appropriations report; August financial report; August 13 – September 9, 2024, allowance of claims; and personnel changes. The consent agenda was approved, following a motion by Mr. Dunbar and a second by Ms. Stover, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover).

The board reviewed the Director's Goals Attainment Report (see report).

The board reviewed the Director's Community Engagement Report (see report).

The board reviewed and approved the Director's Contract (see document), following a motion by Mr. Girton and a second by Ms. Baker, by the following vote (aye—Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, Ms. Sosbe, Ms. Stover).

The board discussed the date in January for the regular board meeting to be held. The date selected was Tuesday, January 21, 2025 at 4:30pm.

The board approved the Exhibit Policy (see policy), following a motion by Ms. Baker and a second by Ms. Oden, by the following vote (aye—Ms. Baker, Mr. Dunbar, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover).

The board approved the Resolution to Adjust Cash Change Fund (see resolution), 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, Ms. Sosbe, Ms. Stover).

Ms. Tate, Head of Human Resources & Volunteers, gave a presentation on Staff Development Day. She highlighted Staff Development Day activities from 2022 and 2023, and she provided an overview of the upcoming 2024 Staff Development Day.

Ms. Evans, Head of Children's Services, provided the board with an interactive tutorial of Brainfuse, one of the library's online databases. Brainfuse features live online tutoring services and learning resources for children, teens, and adults. Ms. Evans shared that KHCPL is collaborating with the Carver Community Center to introduce this resource to students there.

Under Other New Business: Ms. Carrell reminded board members to return their completed evaluations of the director to her. Ms. Carrell also requested that board members check their availability for an upcoming executive session to take place prior to the November board meeting. Mr. Girton offered a special thanks to Mr. Workinger for hand delivering a library card to Mr. Girton's wife so she could access the library's online materials.

Under director's comments: Ms. Brautigam informed the board of an email she sent them which contained contact information for our state legislators. Ms. Brautigam also informed the board of the upcoming Elected Official Open Houses hosted at KHCPL Main on November 12 and November 21. She requested that two board members be present at each open house reception. Ms. Baker and Mr. Girton volunteered to be present on November 12, and Ms. Oden and Ms. Stover volunteered to be present on November 21.

The meeting was adjourned at 5:21 p.m.

Mary Baker, Secretary

[Minutes prepared by Ginger Hanny.]

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