DUBOIS COUNTY CONTRACTUAL PUBLIC LIBRARY BOARD MEETING
Thursday, August 13, 2026, at 4:30 PM
Jasper Public Library Meeting Room

Present: Steve Scott, Heidi Ehrhard, Anna Grant, Gaylene Laubscher, Lisa Kincer, Nona Baker, Kathy Eckerle, Ann Shappard, Amy Rasche (virtual), Marc Steczyk (virtual), Experience Manager Jordan Schuetter, Director Christine Golden **Absent:** Pamela Catt

1. **Call to Order:** President Scott called the regular Dubois County Contractual Public Library meeting to order at 4:00 PM in the Jasper Public Library Meeting Room.

2. **Consent Agenda:**
    a. **Minutes**: Minutes from the regular Dubois County Contractual Public Library meeting held on July 9, 2026 was given to the board for review.
    b. **Financial Reports:** The Treasurer's Report covering July 1, 2026, through July 31, 2026, was provided to the Board for review.
    c. **Claims:** Copies of the claims were provided to the Board for review and approval.
    d. **Managers' Reports:** The Ferdinand and Dubois Branch Managers' reports were included in the board packets for review.

On motion by Ehrhard, second by Eckerle, the Consent Agenda was approved. (8-0)

3. **Public Forum:** none

4. **New Business:**

    a. **E-Rate Consortium Resolution:** Golden presented the annual resolution to join the consortium through the State Library to agree to internet safety guidelines to be eligible for federal E-Rate funding for the 2027-2028 funding period.

On motion by Steczyk, second by Baker, the E-Rate Consortium Resolution was approved. (8-0)

    b. **Resolution to Establish Gift Funds:** Golden presented a resolution to establish gift funds 229, 230, and 231 for library for restricted gift funds that can be expended without appropriation.

On a motion by Eckerle, second by Baker, the Consent Agenda was approved. (8-0)

    c. **Updated Gifts and Donations policy:** Golden presented updates to the Gift and Donations policy. The policy now includes language giving the library the ability to reject gifts that do not fit in the scope of library-related work or would cause a hardship to the library to maintain.

On a motion by Laubscher, second by Shappard, the Consent Agenda was approved. (8-0)

    d. **2027 Budget Discussion:** Golden shared the proposed 2027 Budget with the Board and discussed areas of focus for the coming year. The budget includes a 3% wage increase for employees and continued increase in areas that have seen increase in expenditures such as insurance and utilities. The overall budget stays within the maximum growth quotient allowed for library boards to approve their own budgets.

5. **Library Updates, Director Golden:**
    a. **New Hires:** Mary Ann Miller will be starting at the Birdseye Library next week as manager. She will continue her role at the Ferdinand Branch Library as well.
    b. **Staff Development Day**: Staff Development Day was a successful day for cleaning up and catching up from summer. Each staff worked extremely hard on projects that have been neglected over the summer to prepare for fall.
    c. **Dubois Hours:** Golden shared that she is looking at changing the Dubois hours to better align with community needs. This would include opening at 9 AM instead of 10 AM and push closing time an hour up each day. She just wanted to share the idea before bringing a full proposal.

6. **Upcoming conferences/workshops/meetings:** none

7. **Next Regular Meeting:** The next regular Dubois County Contractual Public Library meeting is scheduled to be held at the Jasper Public Library on Thursday, September 10, 2026, at 4:00 PM.

8. **Adjournment:** On a Motion by Ehrhard, second by Laubscher, the meeting adjourned. (8-0)

Signed this 10th day of September, 2026

ATTEST

Secretary

COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR PUBLIC LIBRARY INTERNET ACCESS for FUNDING YEAR JULY 1, 2027 THROUGH JUNE 30, 2028

WHEREAS, the board of the Jasper-Dubois County Contractual Public Library has determined that it is beneficial to its operations to join the Indiana State Library Consortium for Public Library Internet Access; and

WHEREAS, the board recognizes that being part of the Indiana State Library Consortium for Public Library Internet Access requires following certain rules, including:

1. Filtering all computers in order to receive the e-Rate discount on vendor invoices (If the library chooses not to filter, they can be in the consortium and not receive e-rate discount);
2. ensuring that the total cost of non e-rate services is included in at least one fund budget;
3. assuming financial responsibility for non-eRate portion;
4. working with AdTec in the filing of all forms, except Form 470, with the Universal Service Administrative Company Schools & Libraries Division; and

WHEREAS, the board acknowledges that by joining the Indiana State Library Consortium for Public Library Internet Access it receives certain benefits and that by opting out of the consortium, or by failing to abide by the Consortium rules, the library will lose the benefits.

NOW THEREFORE BE IT RESOLVED that the library shall be a member of the Indiana State Library Consortium for Public Library Internet Access and, as a member, the library shall abide by the rules of the Indiana State Library Consortium for Public Library Internet Access.

DULY ADOPTED by the Board of Trustees of the Jasper-Dubois County Contractual Public Library at its regular meeting held on the 13th day of August, 2026, at which meeting a quorum was present.

NAY

AYE

Stephen Scott
Heidi Chilvard
Kathy Eckert
Jaylene Raubscher
Nola Baker
Ann Hammond
Anna Hart
Lisa Kineer

ATTEST:

Jaylene Raubscher
Secretary

Resolution To Establish A Restricted Gift Fund

WHEREAS, the Board of Trustees of the Dubois County Contractual Library ("Library Board") finds that restricted gift funds (Funds 229, 230 & 231) need to be established to receive donations for any donor restricted donations; and

WHEREAS, as money is received by the Library Board as a gift, the donation may be:

(A) set aside in the restricted funds and expended, without appropriation, in accordance with the conditions and purposes specified by the donor; and

(B) the earnings on the funds in the accounts are deposited into Fund 229 – Ferdinand, Fund 230 – Birdseye, and Fund 231- Dubois by the library; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Dubois County Contractual Library do hereby establish these Restricted Gift Funds for the purpose(s) of paying the necessary bills associated with the restricted donor wishes at Dubois County Contractual Library.

DULY ADOPTED by the Board of Trustees of the Dubois County Contractual Library at its regular meeting held on the 13th day of August, 2026, at which meeting a quorum was present.

NAY	AYE
	Steve Scott
	Heidi Orchard
	Kathy Eckert
	Jaylene Daubscher
	Nora Baker
	Amy Sheppard
	Anna Grant
	Lisa Kincer

ATTEST:

Jaylene Daubscher

Secretary