

DUBOIS COUNTY CONTRACTUAL LIBRARY BOARD MEETING

Thursday, July 11, 2024, at 4:30 PM

Ferdinand Branch Library Programming Room

Present: Steve Scott, Heidi Ehrhard, Pamela Catt, Anna Grant, Ann Shappard, Lisa Kincer, Marc Steczyk, Nona Baker, Business Manager Angie Schitter, Experience Manager Jordan Schuetter, Director Christine Golden, Attorney Greg Schnarr **Absent:** Abby Kennedy, Kathy Eckerle, Gaylene Laubscher

1. **Call to Order:** President Scott called the regular Dubois County Contractual Public Library meeting to order at 4:30 PM in the Ferdinand Branch Library Programming Room.
2. **Consent Agenda:**
 - a. **Minutes:** Minutes from the regular Dubois County Contractual Public Library meeting held on June 13, 2024, were given to the board for review.
 - b. **Financial Reports:** The Treasurer's Report covering June 1, 2024, through June 30, 2024, 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, Birdseye, and Dubois Branch Managers' reports were included in the board packets for review.

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

3. **Public Forum:** None

4. **Ferdinand Update: Manager Trina James:** Trina was at the meeting to share about the latest happenings at the Ferdinand Branch. Outreach continues to be a strong focus for the staff on a daily basis. The storywalk in 18th street park was just finished. This was Norah Welp's Eagle Scout project and the library will maintain and switch out stories periodically throughout the year. Summer has been very busy at the library but they are already looking forward to several upcoming programs in the fall.

5. **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 2025-2026 funding period.

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

- b. **2025 Budget:** Golden and Schitter presented 2025 Budget. The budget continues to stay at maximum growth of 4% allowed by the State of Indiana. The proposed budget includes increases to maintenance, supplies and electronic material line-item budgets and increases the annual Contract to Furnish Services agreement between the Contractual and Jasper Libraries. Public Hearing will be held during September board meeting.

6. **Library Updates, Director Golden:**

- a. The State Board of Accounts has started the Contractual audit for 2022-2023. The audit is being completed by an outside firm, Crowe, and will be done virtually.
- b. Programming during the month of July focuses on the Olympics this year.

- c. Golden is starting work to prepare a proposal to upgrade library technology infrastructure including new switches, Wi-Fi access points, battery backups, and other items as the library is eligible for 70% reimbursement through the federal E-Rate program.

7. **Upcoming conferences/workshops/meetings:** The library will be closed the morning of August 9 for a staff development day. All libraries will open at 1:30 PM.
8. **Next Regular Meeting:** The next regular Dubois County Contractual Public Library meeting is scheduled to be held at the Jasper Public Library on Thursday, August 15, 2024, at 4:00 PM.

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

Signed this 15th day of August, 2024

Amy Shappard
Jack Kinsler
Ronelle Cate
Kathy Feckert
Ashley Kennedy
Payton Laubscher

Anna Grant
Heidi Ehrhard
Stephen M. Smith

ATTEST:

Payton Laubscher
Secretary