

DUBOIS COUNTY CONTRACTUAL LIBRARY BOARD MEETING

Thursday, June 13, 2024, at 4:00 PM

Jasper Public Library Meeting Room

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

1. **Call to Order:** Vice President Ehrhard called the regular Dubois County Contractual Public Library meeting to order at 4:00PM in the Jasper Public Library Meeting Room.
2. **Consent Agenda:**
 - a. **Minutes:** Minutes from the regular Dubois County Contractual Public Library meeting held on May 9, 2024, were given to the board for review.
 - b. **Financial Reports:** The Treasurer's Report covering May 1, 2024, through May 31, 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 Laubscher, second by Ehrhard, the Consent Agenda was approved. (6-0)

3. **Public Forum:** None

4. **New Business:**

- a. **Internal Controls Policy Update:** Golden proposed an update to the Internal Controls Policy with the addition of Positive Pay to the library's banking procedures. Positive Pay through German American ensures all debits to the library checking accounts are reviewed multiple times before being paid.

On motion by Shappard, second by Grant, the motion to move the August Board Meeting to August 15 was approved. (6-0)

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

- a. Golden and Schitter will present the initial budget to the board at the July meeting in Ferdinand.
- b. Summer is off to a big start at all four branches with over 1,350 door count between all the branches since May 28. Golden expects large crowds to continue as there are many more programs scheduled through July at the libraries.
- c. Dubois flooring project is complete. Carpet in the Community Room was replaced with a vinyl product to make clean up easier after programs.
- d. Golden thanked all four Friends of the Library groups for all their continued support during the year and especially during the summer reading program.

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 Ferdinand Branch Library on Thursday, July 11, 2024, at 4:30 PM.

Adjournment: On a Motion by Ehrhard, second by Laubscher, the meeting adjourned. (7-0)

Signed this 11th day of July, 2024

<u>Stephen M. Scott</u>	<u>Yvonne Kinsler</u>
<u>Daniela Catt</u>	<u>Nora Baker</u>
<u>Alan St</u>	
<u>Al Shafford</u>	
<u>Anne Grant</u>	
<u>Heidi Ehrhard</u>	

ATTEST

Stephen M. Scott
Secretary **PRESIDENT**