DUBOIS COUNTY CONTRACTUAL PUBLIC LIBRARY BOARD MEETING
Thursday, September 10, 2026, at 4:30 PM
Jasper Public Library Meeting Room

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

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 August 13, 2026 was given to the board for review.
    b. **Financial Reports:** The Treasurer's Report covering August 1, 2026, through August 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 Grant, second by Eckerle, the Consent Agenda was approved. (9-0)

3. **Public Forum:** none

4. **New Business:**
    a. **2027 Budget Public Hearing:** President Scott opened the 2026 Budget Hearing. No comments were made.

On motion by Shappard, second by Ehrhard, the Budget Hearing was closed. (9-0)

    b. **Penny (Rounding) Resolution:** Golden presented a resolution to establish a penny rounding resolution for the library. State Board of Accounts recommended the resolution to include language that the library will round down cash transactions to the nearest nickel. This is only for cash transactions.

On a motion by Eckerle, second by Baker, the Penny Rounding Resolution was approved. (9-0)

5. **Library Updates, Director Golden:**
    a. **Dubois Hours:** Golden shared that she would like to ask the board next month to adjust Dubois' operating hours. This would move opening time up to 9:00 am on weekdays and close an hour earlier in the evenings.
    b. **Libby PIN**: The Libby app will now require PIN upon login. Jordan has worked diligently to get the word out to patrons before the update happens.
    c. **Local Income Tax committee:** Golden presented a letter for the library board to present to the Dubois County Local Income Tax Committee to convey the importance of local income tax to library operations for their upcoming meeting in September.

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, October 8, 2026, at 4:00 PM.

8. **Adjournment:** On a Motion by Laubscher, second by Grant, the meeting adjourned. (9-0)

Signed this 8th day of October, 2026

Steve Scott
Heidi Eckert
Pamela Catt
Kathy Eckert
Barbara Laubscher
Amy Rasche
Amy Sheppard

ATTEST
Barbara Laubscher
Secretary

Resolution for Phasing Out Charging to the Penny in Cash Transactions

WHEREAS, the Dubois County Contractual Library Board of Trustees recognizes the U.S. Mint stopped production of the penny in 2025;

AND WHEREAS, the penny is being phased out of daily financial transactions;

AND WHEREAS, per IC-23-15-13, the Indiana State Board of Accounts requires a policy detailing how public libraries will handle cash transactions involving pennies;

NOW, THEREFORE, BE IT RESOLVED, that the Dubois County Contractual Library will not process any cash transactions to the penny. The dollar amount charged to the patrons, and the subsequent payment, will be rounded down to the nearest five-cent increment. Pennies may still be accepted as a form of payment.

DULY ADOPTED this 10th day of September, 2026 at a library board meeting in which a quorum was present.

NAY

AYE

Stephen M. Scott

Lisa Kincer

Amy Rasche

Pamela Catt

Amy Shepherd

Donna Ghent

Kayden Blankschaen

Kathy Eckert

Heidi Eberhard

ATTEST:

Secretary