JASPER PUBLIC LIBRARY BOARD MEETING

Thursday, December 11, 2025, at 4:15 PM
Jasper Public Library Meeting Room

Present: Pamela Catt, Nona Baker, Anna Grant, Ann Shappard, Kathy Eckerle, Lisa Kincer, Director Christine Golden, Experience Manager Jordan Schuetter, Business Manager Angie Schitter **Absent:** Abby Kennedy

1. **Call to Order:** President called the regular Jasper Public Library meeting to order in the directly following the DCCPL regular meeting at 4:30 PM

2. **Consent Agenda:**
   a. **Minutes:** Minutes from the regular Jasper Public Library meeting held on November 13, 2025, were given to the board for review.
   b. **Financial Reports:** The Treasurer's Report covering November 1 through November 30, 2025, was provided to the Board for review.
   c. **Claims:** Copies of the Claims were provided to the Board for review and approval.
   d. **Manager's Report:** The Manager's report was included in the board packets for review.
   e. **2026 Stipend Resolution:** Discussed during Contractual meeting.
   f. **Updated Purchasing Policy:** Discussed during Contractual meeting.
   g. **Server Quote:** Discussed during Contractual meeting.

On a motion by Grant, second by Baker, the Consent Agenda was approved. (6-0)

3. **Public Forum: none**

4. **New Business**
   a. **2026 Salary Resolution:** The 2026 Salary Resolution includes a 6% pay raise for all JPL employees and step increases for those who have moved on to the next five year step.

On motion by Baker, second by Shappard, the board approved the 2026 Salary Resolution. (6-0)

   b. **Rainy Day Resolution:** Golden presented a resolution to move $50,000 into the Rainy Day Fund from the Operating Fund.

On Motion by Grant, second by Eckerle, the Rainy Day Resolution was approved. (6-0)

   c. **Appropriation Changes:** Golden presented a list of appropriation changes for 2025.

Operating Fund - 100		**ADD**				
1.11	Salary of Director	500.00		1.12	Salary of Assistants	(500.00)
3.1	Professional Services	2,348.00	from	3.2	Comm & Transport	(2,348.00)
3.5	Utilities	4,800.00	from	3.8	Transfer to LIRF	(4,800.00)
3.5	Utilities	1,136.00	from	3.15	Electronic Databases	(1,136.00)
3.61	Repairs & Maint - Software	42,325.00	from	1.12	Salary of Assistants	(42,325.00)
3.61	Repairs & Maint - Software	2,429.00	from	3.6	Repairs & Maintenance	(2,429.00)
Rainy Day - 201		**ADD**				
3.6	Repairs & Maint	890.00	from	4.4	Furniture & Equipment	(890.00)
LIRF - 400		**ADD**				
3.61	Repairs & Maint - Software	3,445.00	from	4.4	Furniture & Equipment	(3,445.00)

On Motion by Grant, second by Eckerle, the board approved the 2025 appropriation changes. (6-0)

d. **Encumbrances:** Golden presented a list of encumbrances for 2025. The two encumbrances are to pay for the server project mentioned above. The work will not be completed until 2026, but funds are available from 2025 to use for the project.

Fund Rainy Day 201		
4.4	Matrix server contract	28,450.00
Fund LIRF 400		
4.4	Matrix server contract	4,948.00

On Motion by Eckerle, second by Kincer, the board approved the 2025 encumbrance. (6-0)

e. **Leave of Absence:** A leave of absence request was submitted for Denise Smith, Library Page. The request is submitted for a six-month time period.

On Motion by Baker, second by Shappard, the board approved the leave of absence request. (6-0)

5. **Director's Update:**
   a. **MLS Degree:** Shared that Jasmine Vonderheide has completed her MLS degree of Indiana University today.
   b. **Anniversary:** The library will be celebrating its 5th anniversary at the Cultural Center on January 22, 2026.
   c. **Programming:** Library programming will pause as it always does as Jasper in January to give everyone a chance to reset for the new year.

6. **Upcoming conferences/workshops/meeting:** None

7. **Next Regular Meeting:** The next regular Jasper Public Library meeting has been scheduled to begin directly following the DCCPL meeting but not before 4:15 PM at the Jasper Public Library on Thursday, January 8, 2026.

8. **Adjournment**: On a Motion by Shappard, second by Grant, the meeting adjourned vote. (6-0)

Signed this 8th day of January, 2026

Abby Kennedy

Pamela Cott

Yvon Kincer

Anna Grant

Amy Shappard

Kathy Eckerle

ATTEST:

Amy Shappard

Secretary

Jasper Public Library
Salary Resolution, FY 2026

Whereas the Jasper Public Library Board of Trustees wishes to compensate staff;

And whereas the Board has approved a 6% increase salary for all staff and step (longevity) increases as noted for some staff;

Whereas the board wishes to compensate via benefits, overtime, and leave benefits per library personnel policy;

Therefore the Jasper Public Library Board of Trustees resolves to establish the following salaries for fiscal year 2026 and to begin with the first pay date of 2026:

Staff	Status	Class	Hourly	Annual	Bi-weekly	Stipend
CG***	Exempt*	Dir-Step 5		104,384	4,015	$3,250
AS	FT-32	LAVI Bus Mgr-Step 3	$40.59	$67,542	2,598	$2,600
BHS	FT-40	LAV-Step 5	$30.61	$63,675	2,449	$3,250
JS	FT-40	LAV-Step 3	$27.06	$56,293	2,165	$3,250
JV	FT-40	LAIII-Step 2	$18.39	$38,247	1,471	$3,250
GE	FT-40	LA II-Step 3	$19.89	$41,366	1,591	$3,250
CH	FT-40	LAII-Step 7	$22.32	$46,433	1,786	$3,250
VL	FT-40	LAII-Step 3	$17.03	$35,431	1,363	$3,250
JH***	FT-40	LAII-Step 7	$22.95	$47,732	1,836	$3,250
JW	FT-40	LAII-Step 3	$19.03	$39,577	1,522	$3,250
KF	FT-40	LAII - Step 3	$18.30	$38,064	1,464	$3,250
SR	FT-40	LAII-Step 2	$16.10	$33,478	$1,288	$3,250
BS	FT-32	Cust-Step 4	$19.69	$32,762	1,260	$2,600
KH	PT-20	LAI-Step 1	$12.73	$13,242	509	
XS**	PT-28	LAI Step 1	$14.54	$21,169	$814	
DZ	PT-20	LAI-Step 3	$15.20	$15,808	$608	
JC	PT-20	LAI-Step 1	$12.73	$13,240	$509	
KD	PT-23	LAI-Step 1	$12.73	$15,228	$586	
LM	PT-15	LAI-Step 2	$12.99	$10,129	$390	
DS	PT-15	Page-Step 5	$14.83	$11,565	$445	
LS	PT-15	Page-Step 4	$14.55	$11,350	$437	
JH (Arlo)	PT-15	Page-Step 1	$11.02	$8,599	$331	
AW	PT-15	Page-Step 1	$11.02	$8,599	$331	
JB	as needed	Maintenance	$21.07	$16,437	$632	
RS	PT-7.5	Delivery Driver	$12.16	$4,742	$182	
Summer help	As needed		$11.45	$5,670		
Subs/Intern	As needed		$11.45	$5,000		

*Director is exempt full-time salaried position

Stipend for full time staff only

Step increases:

***An additional 3% (certified staff)
Director-CG
Library Assistant--JH

**An additional 2% (non-certified staff)
Library Assistant -- XS

Adopted this 11th day of December, 2025 at a library board meeting in which a quorum was present.

AYE	NAY
Kathy Echerle	
Lisa Linder	
Pamela Catt	
Anna Grant	
Nona Baker	

ATTEST: Ray Sheppard

Secretary

2026 STIPEND AUTHORIZATION
JASPER PUBLIC LIBRARY

Each employee who is employed by the Library and is compensated for at least thirty-two (32) hours per week, shall receive a gross stipend payment, before withholdings, on each regular payment date 2026, provided the employee is still in the employment of the Library on the payment date and regardless of the reason for such prior separation from employment including termination with or without cause.

The amount of each gross stipend payment before withholdings shall be equal to:

$125 for a 40 hour per week full-time employee
$100 for a 32 hour per week full-time employee

The Board does not intend and does not create, by authorization of this stipend, a guarantee that the stipend will be paid on the payment dates or that the stipend authorization will not otherwise be modified or eliminated at the complete discretion of the Library Board prior to the payment date. Further, the Board, by approval of this authorization, does not intend to suggest that a stipend will be available for 2027 or later years. Any such future stipend will be based upon an independent determination and approval of a subsequent authorization by the Library Board, as it exists at that time.

Approved and Adopted by the Jasper Public Library Board this 11th day of December, 2025.

Pamela Catt

Pamela Catt, President

ATTEST:

Ann Shappard

Ann Shappard, Secretary

Resolution to Transfer Funds to the Rainy Day Fund

Jasper Public Library

WHEREAS, the Board of Trustees of the Jasper Public Library finds that the purposes of the Operating Fund have been fulfilled; and,

WHEREAS, there is remaining in the Operating Fund an unused and unencumbered balance as of December 31, 2025; therefore,

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Jasper Public Library do hereby transfer $50,000 from the Operating Fund to the Rainy Day Fund for the purpose(s) of future needs. This fund shall be subject to the same appropriation process as other funds that receive tax money.

DULY ADOPTED by the Board of Trustees of the Jasper Public Library at its regular meeting held on the 11th day of December, 2025, at which meeting a quorum was present.

Pamela Catt

Pamela Catt, President

ATTEST: Ann Shappard

Ann Shappard, Secretary