

DUBOIS COUNTY CONTRACTUAL PUBLIC LIBRARY BOARD MEETING
Thursday, August 17, 2023, at 4:30 PM
Ferdinand Branch Library Programming Meeting Room

Present: Steve Scott, Nona Baker, Ann Shappard, Levi Hulsman, Marc Steczyk, Gaylene Laubscher, Anna Grant Jordan Schuetter, Angie Schitter, Trina James, Director Christine Golden **Absent:** Pamela Catt, Abby Kennedy, Lisa Kincer, Heidi Ehrhard

Call to Order: President Scott called the regular Dubois County Contractual Public Library meeting to order at 4:30PM in the Ferdinand Branch Library Programming Room.

1) Consent Agenda:

- a. **Minutes:** Minutes from the regular Dubois County Contractual Public Library meeting held on July 13, 2023, were given to the board for review.
- b. **Financial Reports:** The Treasurer's Report covering July 1, 2023, through July 31, 2023, 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 Steczyk, second by Grant, the Consent Agenda was approved. (7-0)

2) Public Forum: None

3) Manager's Update: Trina James-Ferdinand Branch Manager: Trina shared updates about the Ferdinand Branch. With school back in session, many afterschool activities are already back into full swing and homeschool storytime is also starting back up. The Library of Things collection continues to grow and the Friends of the Ferdinand Branch Library continues to offer monthly book sales with proceeds helping to offset library programming costs.

4) New Business:

- a. **2024 Budget:** Golden and Schitter presented 2024 Budget with updated income estimates from the Department of Local Government Finance. The budget continues to stay at maximum growth allowed by the State of Indiana. The proposed budget includes increases to utilities, supplies and electronic material line-item budgets. It also includes a salary increase of 6% for all staff. The Public Hearing will be held during September board meeting.
- b. **Updated Salary Resolution:** Golden presented an updated Salary Resolution that includes any new hires in 2023 to date.

Contractual		Start Date	Hr Wage		Replaced
Jenna Steltenpoh	FT - 40 hrs	8/7/23	14.33	position chg	from 32 to 40 hrs/wk
Addison Bradley	part time	4/11/23	9.45		Mary R - FBL (MR page)
Janice Potter	part time	4/10/23	9.45		Mary Ann - FBL (MT page)
Aubrey Mullis	part time	1/9/23	9.45	added position	FBL - 4 hrs/wk
Kendra Ubelhor	part time	7/17/23	9.45		Gabby - FBL (GE page)

On motion by Baker, second by Laubscher, the updates to the 2023 Salary Resolution were approved. (7-0)

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

- a. **Digital Access Cards:** Golden discussed changes to the digital access card program of previous years and will be working with school librarians to get kids library cards that will be able to be used for all material.
- b. **Library Card Sign Up Month:** September is National Library Card Sign up Month. Each library will be having drawings and finding creative ways to get kids
- c. **Birdseye:** Golden assured the board that Manager AmyJo Lytle plans to continue to work at the library even with the addition of her new position at Pine Ridge Elementary. She is excited to see how Lytle is able to pull together even more collaborative opportunities for the two entities.

6) **Upcoming conferences/workshops/meetings:** Golden will be attending the bi-annual Overdrive Conference and Jenna and AmyJo will be attending the annual ILF Children's conference in August.

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 14, 2023, at 4:00 PM.

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

Signed this _____ 14th _____ day of _____ September _____, 2023

Amy Shappard
Annagrunt
Ken Hulsman
Adrian
Abby Kennedy
Lisa Kincer

Pamela Catt
Jaylene Spubscher
Stephen M. Hunt

ATTEST

Jaylene Spubscher
Secretary