

DUBOIS COUNTY CONTRACTUAL LIBRARY BOARD MEETING

Thursday, December 14, 2023, at 4:00 PM

Jasper Public Library Meeting Room

Present: Steve Scott, Levi Hulsman, Nona Baker (attended virtually), Gaylene Laubscher, Pamela Catt, Lisa Kincer, Heidi Ehrhard (stepped outside at beginning), Marc Steczyk (attended virtually), Anna Grant, Ann Shappard, Jordan Schuetter-staff, Attorney Greg Schnarr, Director Christine Golden **Absent:** Abby Kennedy

1. **Call to Order:** President Scott 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 November 9, 2023, were given to the board for review.
 - b. **Financial Reports:** The Treasurer’s Report covering November 1, 2023, through November 30, 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 Hulsman, second by Laubscher, the Consent Agenda was approved. (7-0) Baker and Steczyk virtual attendance (abstain)

3. **Public Forum:** None

4. **New Business:**

- a. **2023 Salary Resolution Updates:** Golden provided a list of personnel changes since the last salary resolution update for approval.

2023 New Hires/Position Changes				since 8/17/23	
23-Dec					
Contractual		Start Date	Hr Wage		Replaced
Amy Bastien	FT - 40 hrs	10/16/23	18.00	position chg	from 32 hr programmer to 40 hr branch manager
Addison Bolte	part time	11/8/23	9.45		FBL replaced Kendra Ubelhor
Debbie Ramirez	part time	12/19/23	11.00		BBL replaced Craig Streicher

On motion by Grant, second by Catt, the 2023 Salary Resolution Updates were approved. (7-0) Baker and Steczyk virtual attendance (abstain).

- b. **2024 Salary Resolution:** The 2024 Salary Resolution includes a 5% pay raise for all DCCPL employees and step increases for those who have moved on to the next five year step.

On motion by Hulsman, second by Ehrhard, the board approved the 2024 Salary Resolution. (8-0) Baker and Steczyk virtual attendance (abstain)

- c. **2024 Stipend Resolution:** A benefit for all full-time employees, that is dispersed equally over all 26 pay periods was presented for approval. The stipend for 2024 is set at \$2,600 for each 40 hour per week full-time employee and \$2,080 for each 32 hour per week full-time employee.

On motion by Laubscher, second by Shappard, the board approved the 2024 Stipend Resolution. (8-0) Baker and Steczyk virtual attendance (abstain)

- d. **2023 Surplus Equipment Resolution:** Golden presented a resolution to surplus equipment from the library's capital assets and authorize disposition of item.

Item	Model	Vendor	Date Purchased	Cost	AssetTag
Microfilm Scanner-FBL	Canon MS300II	Phoenix	11/05/2010	\$6,650	D0515

On Motion by Ehrhard, second by Kincer, the board approved the 2023 Surplus Equipment Resolution. (8-0) Baker and Steczyk virtual attendance (abstain).

- e. **Tuition Reimbursement Request-Amy Bastien:** Golden presented a tuition reimbursement request for Amy Bastien to be reimbursed for her "Making a Collection Count" course in the amount of \$292.50. Her next class will start in January 2024.

On Motion by Catt, second by Grant, the board approved the Tuition Reimbursement for Amy Bastien in the amount of \$292.50. (8-0) Baker and Steczyk virtual attendance (abstain).

5. Library Updates, Director Golden:

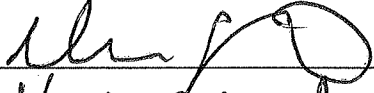


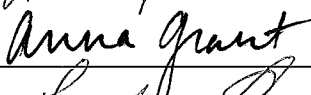
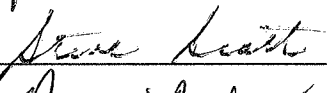
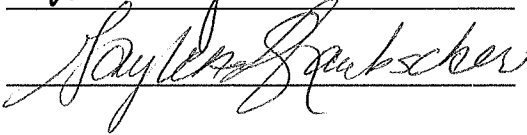
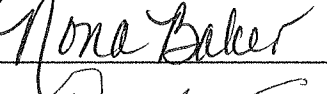
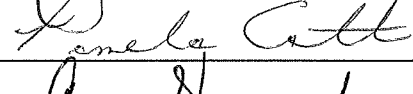

- a. **ILF Conference:** Eight staff members attended the Indiana Library Federation Conference in Indianapolis November 13-14. It was one of the highest attended ILF conferences in recent memory and Golden and Schuetter were both impressed with the selection of sessions available.
- b. **Levi Hulsman-Board Resignation:** Due to moving out of the library district, Levi Hulsman will be stepping down from the library board. Golden and board members thanked him for his 4 years of service on the board. The Bainbridge Township Trustees will name a replacement in January.
- c. **Dolly Parton Imagination Library:** Golden shared that she has been working with the Friends of the Jasper Public Library to bring the Dolly Parton Imagination Library to Dubois County. The application has been accepted and fundraising has begun with the hopes of a Spring 2024 kickoff.

6. Upcoming conferences/workshops/meetings: None

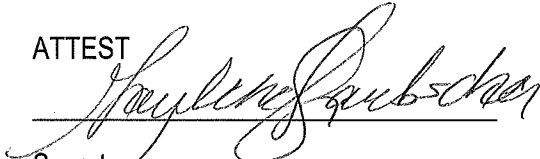
- 7. **Next Regular Meeting:** The next regular Dubois County Contractual Public Library meeting is scheduled to be held at the Jasper Public Library on Thursday, January 11, 2024, at 4:00 PM.

Adjournment: On a Motion by Hulsman, second by Ehrhard, the meeting adjourned. (8-0) Baker and Steczyk virtual attendance (abstain).

Signed this _____ 11th _____ day of _____ January _____, 2024

ATTEST


Secretary

