

DUBOIS COUNTY CONTRACTUAL LIBRARY BOARD MEETING
Thursday, November 9, 2023, at 4:00 PM
Jasper Public Library Meeting Room

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

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 October 12, 2023, were given to the board for review.
 - b. **Financial Reports:** The Treasurer's Report covering October 1, 2023, through October 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 Ehrhard, second by Laubscher, the Consent Agenda was approved. (7-0) Baker virtual attendance (abstain)

3. **Public Forum:** None
4. **Manager's Update:** Beth Herzog Schmidt, Jasper Branch Manager, attended the meeting and shared a presentation about recent programming at the Jasper Public Library, focusing mostly on events that happened in the past month. Attendance continues to be strong at library programs and she praised the entire staff for their commitment to providing excellent programs and services to patrons.
5. **New Business:**
 - a. **2024 Board Meeting Schedule:** The 2024 Board Meetings schedule was presented to the board for approval. Board meetings will continue to be held on the 2nd Thursday of the month starting at 4:00 PM.

On motion by Laubscher, second by Ehrhard, the 2024 Board Meeting Schedule was approved. (7-0) Baker virtual attendance (abstain).

- b. **2024 Holiday Schedule:** Holiday schedule was presented to the board for approval.

On motion by Hulsman, second by Kennedy, the board approved the 2024 Holiday Schedule. (7-0) Baker virtual attendance (abstain).

- c. **2024 Contract to Furnish Services:** Annual Contract to Furnish Services between the Contractual and Jasper Libraries was presented to the board. Contract amount budgeted for 2024 is \$133,000 paid in two installments in January and July of each year.

On motion by Catt, second by Hulsman, the 2024 Contract to Furnish Services was approved. (7-0) Baker virtual attendance (abstain).

- d. **Employee Year End Bonus Resolution:** Board discussed options for a year-end bonus for all employees as funds were still available in the annual appropriation. After options were considered, the board decided upon a one-time \$350 bonus to be paid on the December 15, 2023, pay checks.

On Motion by Kincer, second by Laubscher, the board approved the \$350 year-end bonus for all employees. (7-0) Baker virtual attendance (abstain).

6. Library Updates, Director Golden:

- a. **ILF Conference:** Eight staff members will be attending the Indiana Library Federation Conference in Indianapolis November 13-14. Golden is thrilled this many staff wanted to attend and take advantage of the opportunity.
- b. **Anita Retirement Open House:** Anita Murphy officially retired on November 3. The week was a wonderful with many patrons visiting the library during the week to say their goodbyes to Anita.
- c. **Upcoming programs:** Golden shared that many great programs are on the horizon at our libraries. From fishing presentations, painting programs, musical concerts, there is a great variety of programs happening this fall and early winter at the libraries.

7. Upcoming conferences/workshops/meetings: None

8. Next Regular Meeting: The next regular Dubois County Contractual Public Library meeting is scheduled to be held at the Jasper Public Library on Thursday, December 14, 2023, at 4:00 PM.

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

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

<u>Pamela Catts</u>	<u>Neil Ehrhard</u>
<u>[Signature]</u>	<u>Steve Scott</u>
<u>Angi Stappard</u>	_____
<u>Anita Grant</u>	_____
<u>[Signature]</u>	_____
<u>Lisa Kincer</u>	_____

ATTEST
[Signature]
 Secretary