

Kokomo-Howard County Public Library (KHCPL)  
Board of Trustees Meeting  
KHCPL Main  
February 16, 2026

Members

Mary Baker\*  
Alexandra Daniels Durham  
Alan Girton  
Karen Sosbe  
Cathy Stover, Vice President  
Nick Weicht

Others

Staff

Faith Brautigam, Executive Director  
Doug Workinger, Chief Operating Officer  
Rita Bates, Chief Financial Officer  
Trina Evans\*  
Ginger Hanny, Administrative Assistant  
Shakti Scircle  
Aaron Smith\*  
Christie Tate\*

The meeting was called to order by the Vice President at 4:31 p.m. with six members present. (Five board members, Ms. Bates, Ms. Brautigam, Ms. Hanny, Ms. Scircle, and Mr. Workinger attended in person. All others\* attended via Zoom.) The vice president, Ms. Stover, chaired the meeting. (There was uncertainty regarding voting eligibility since the vice president chaired the meeting and the president attended virtually. In the absence of library counsel, it was agreed to have both the vice president and the president withhold votes, as quorum was still met without their votes.)

There were no public comments in person or via Zoom meeting software chat.

The consent agenda was reviewed as follows (see reports and agenda): Minutes of January meeting; January statistical report; January 17 – February 9 appropriations report; January financial report; January 17 – February 9 allowance of claims; Revised December 2025 and January – December 2025 financial reports; and personnel changes. The consent agenda was approved, following a motion by Mr. Girton and a second by Ms. Sosbe, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Sosbe, and Mr. Weicht).

The board approved the 2026 Attorney Contract (see document), following a motion by Mr. Girton and a second by Ms. Sosbe, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Sosbe, and Mr. Weicht).

The board approved the 2026 Board By-Laws (see policy), following a motion by Ms. Sosbe and a second by Mr. Weicht, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Sosbe, and Mr. Weicht).

Ms. Brautigam informed the board of upcoming in-person and virtual training resources for library trustees available through the Indiana Library Federation (see document). The Administrative Assistant is working with ILF and the American Library Association to register KHCPL trustees with access to these resources.

Ms. Bates provided an update regarding ACH Vendor Payments (see documents). Included in the supporting documentation for this item was a sample ACH Request Form that all ACH vendors would be required to complete prior to receiving payments. Also included was a sample voucher, invoice, and bank statement showing how ACH payments would be recorded for internal controls. It is still uncertain how this process will operate for payments that require board approval before they are issued. Ms. Bates has another meeting scheduled with the bank representative to address this. Ms. Durham inquired about setting up two-factor authentication for the release of ACH payments, and Ms. Bates will also inquire about this when she meets with the bank representative.

The was no Other New Business.

Under Director's Comments • Ms. Brautigam pointed out the decrease in January's statistical numbers. This is due in large part to the weather, which brought several days of extreme cold conditions and snowy roads. Weather conditions caused the closure of all library locations for two days and for the cancellation of Bookmobile stops for one week.

The meeting was adjourned at 4:51 p.m.

---

Alan Girton, Secretary

[Minutes prepared by Ginger Hanny.]

The next library board meeting will be on **Monday, March 16** at 4:30 p.m. at KHCPL Main.