

Kokomo-Howard County Public Library (KHCPL)  
Board of Trustees Meeting  
KHCPL Main  
March 17, 2025

Members

Mary Baker  
Joe Dunbar, President  
Alan Girton  
Stephanie Oden

Others

T.J. Rethlake, Attorney  
Alex Toren, Mayor's Youth Advisory

Staff

Faith Brautigam, Director  
Doug Workinger, Assistant Director  
Rita Bates, Head of Finance  
Trina Evans\*  
Laura Lechner  
Caele Pemberton  
Aaron Smith\*  
Christie Tate

The meeting was called to order by the president at 4:30 p.m. with four members present. (Board members, attorney, Mayor's Youth Advisory representative, Ms. Bates, Ms. Brautigam, Ms. Lechner, Ms. Pemberton, Ms. Tate, and Mr. Workinger attended in person. All others\* attended via Zoom.)

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 February meeting; February statistical report; February 11 – March 10 appropriations report; February financial report; February 11 – March 10 allowance of claims; and personnel changes. The consent agenda was approved, following a motion by Mr. Girton and a second by Ms. Baker, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, and Ms. Oden).

The 2025 Attorney Contract was reviewed and approved, following a motion by Ms. Baker and a second by Mr. Girton, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, and Ms. Oden).

Ms. Pemberton gave a brief overview of the recommended best practices (see document) for handling public comments during public library board meetings. These recommended practices come from James LaRue, former executive director of the American Library Association's Office for Intellectual Freedom.

The Public Comments Policy (see policy) was approved – subject to library counsel and the library director's approval after the discussed amendments are made – following a motion by Ms. Baker and a second by Mr. Girton, by the following vote (aye – Ms. Baker, Mr. Dunbar, Mr. Girton, and Ms. Oden). The board discussed various considerations brought forward by library counsel. Following general discussion, the board authorized library counsel to explore this further and to add language to reflect the suggested considerations.

Ms. Bates informed the board that the IRS waived their proposed penalty of \$14,850.00.

Ms. Brautigam updated the board on the KHCPL fund balance (see document) at the Community Foundation. KHCPL plans to use the available funds to offer a portion of tuition reimbursement to staff in accordance with the Personnel Manual.

Ms. Toren, a Northwestern High School representative of the Mayor's Youth Advisory, presented the board with an overview of Craftsyt. This new addition to the KHCPL databases offers library patrons access to video-based instruction on topics ranging from sewing, knitting, sculpting, fitness, baking, calligraphy, woodworking, and more. Ms. Toren highlighted some of her favorite features as a recent new user of Craftsyt.

Under new business • Mr. Dunbar moved for a resolution of congratulations be made to the Carrell Family for the new addition to their family. Board members gave a unanimous aye.

Under director's comments • Ms. Brautigam informed the board that the Institute for Museum and Library Services appeared on a recent list of federal agencies that are being eliminated. The elimination of this federal agency directly affects funding to state libraries. In the State of Indiana, this will affect statewide resources such as INSPIRE databases, Evergreen Indiana, Info Express, and Overdrive. Timing is also of concern due to tentative budget cuts to the State Library budget.

The meeting was adjourned at 4:57 p.m.

---

Cathy Stover, Secretary

[Minutes prepared by Ginger Hanny.]

The next library board meeting will be on **Monday, April 21** at 4:30 p.m. at KHCPL Main.