

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

Members

Mary Baker, President
Alexandra Daniels Durham*
Alan Girton
Stephanie Oden
Cathy Stover
Nick Weicht

Others

TJ Rethlake, Attorney
Alex Toren

Staff

Faith Brautigam, Executive Director
Doug Workinger, Chief Operating Officer
Rita Bates, Chief Financial Officer
Ginger Hanny, Administrative Assistant
Tonya McClain*
Caele Pemberton*
Trisha Shively
Aaron Smith*

The meeting was called to order by the President at 4:30 p.m. with five members present. (Four board members, attorney, Ms. Bates, Ms. Brautigam, Ms. Hanny, Ms. Shively, Ms. Toren, 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 10 – March 9 appropriations report; February financial report; February 10 – March 9 allowance of claims; and personnel changes. The consent agenda was approved, following a motion by Mr. Girton and a second by Ms. Stover, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Stover, and Mr. Weicht). Ms. Oden arrived at 4:31 p.m.

The Resolution to Transfer Between Library Appropriations (see resolution) was reviewed as follows: \$12,000 from Communications to Insurance. The board approved the transfer, following a motion by Mr. Girton and a second by Ms. Stover, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Oden, Ms. Stover, and Mr. Weicht).

The board reviewed the State Annual Report. The board president and executive director of the library signed the Signature Page to be submitted to the Indiana State Library.

The board reviewed and approved the User Fees, following a motion by Mr. Girton and a second by Ms. Oden, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Oden, Ms. Stover, and Mr. Weicht).

The board reviewed and approved the Surplus List, following a motion by Mr. Girton and a second by Ms. Oden, by the following vote (aye – Ms. Durham, Mr. Girton, Ms. Oden, Ms. Stover, and Mr. Weicht).

Ms. Bates provided an update regarding ACH payments. Per the discussion at the previous meeting, Ms. Bates confirmed that ACH payments will follow a two-person submission and approval process, like the current two-signature check system. She also explained that the board will receive a monthly report with batch activity numbers that can be matched back to checks for verification and internal controls. Ms. Durham inquired about item fees. The price per item and monthly fee are determined by the volume of ACH payments. Ms. Bates will follow up with the bank regarding the stipulations that determine whether an account is considered low-volume or high-volume.

According to the Investment and Purchasing Policy, the library is allowed to invite quotes from public depositories every five years or as deemed necessary at the January Board of Finance meeting. Ms. Brautigam requested a variance from the policy to invite quotes from public depositories now. Ms. Brautigam and Ms. Bates intend to schedule meetings soon with public depositories that qualify under Indiana law.

The impacts of Senate Bill 4 and Senate Bill 8 will be discussed in further detail at the April work session. Ms. Brautigam informed the board that the implementation of the local income tax changes was pushed back to 2029 to give entities more time to adjust to these changes.

A work session has been scheduled for Wednesday, April 22 from 4:30 p.m. to 6:00 p.m. at KHCPL South.

Under Other New Business • Library counsel, TJ Rethlake, was recognized for being named one of the Howard County 20 Under 40. These individuals are recognized for their professional achievements and contributions to their community.

Under Executive Director's Comments • Ms. Brautigam informed the board that she will be attending the Public Library Association Conference at the end of March. Additionally, Mayor's Youth Advisory representative, Alex Toren, was recognized for her upcoming induction into National Honors Society. Alex cited some of her experiences and participation with the library board as part of her application.

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, April 20** at 4:30 p.m. at KHCPL Main.