

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
May 19, 2025

Members

Stephanie Carrell
Joe Dunbar, President
Alan Girton
Stephanie Oden
Cathy Stover

Others

Amanda Atkins, NFP*
Abby Clegg, NFP*
Hayden Cummins, Mayor's Youth Advisory
TJ Rethlake, Attorney
Alexandria Toren, Mayor's Youth Advisory

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Rita Bates, Head of Finance
Bethann Donovan*
Trina Evans
Angie Garrett*
Ginger Hanny, Administrative Assistant
Tonya McClain
Ashley Meyers*
Emily Ogle*
Aaron Rood*
Trisha Shively*
Aaron Smith*
Christie Tate
Dawn Vanbibber*
Brittany Vanzo*
Melissa Wheelock*

The meeting was called to order by the president at 4:31 p.m. with four members present. (Board members, attorney, Mayor's Youth Advisory representatives, Ms. Bates, Ms. Brautigam, Ms. Evans, Ms. Hanny, Ms. McClain, 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 April meeting; revised March statistical report; April statistical report; April 15 – May 12 appropriations report; April financial report; April 15 – May 12 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 – Mr. Dunbar, Mr. Girton, Ms. Oden, and Ms. Stover). Ms. Carrell arrived at 4:34 p.m.

The board unanimously agreed to move the NFP Compensation Study Presentation (see PowerPoint slides and documents) forward on the agenda to respect the NFP presenter's time. Ms. Abby Clegg, Assistant Vice President of Compensation Consulting at NFP, summarized the key steps of NFP's project procedures and their recommended next steps for KHCPL. The presentation highlighted the processes used for benchmarking salary data, creating a pay structure utilizing ranges of pay, evaluating the existing job architecture, and identifying clearer job classification levels. Ms. Clegg concluded with NFP's recommended areas to prioritize over the next few years. Mr. Dunbar inquired if KHCPL had any unique positions that were unable to be benchmarked with other market data. Ms. Clegg answered that KHCPL's positions compared similarly to other libraries she has worked with. At the request of Ms. Brautigam, Mr. Dunbar appointed Ms. Baker and Ms. Oden to assist the internal Compensation Committee with evaluating the detailed reports and recommendations yielded from this project.

The board reviewed and approved the Circulation Policy (see policy), following a motion by Mr. Girton and a second by Ms. Stover, by the following vote (aye – Ms. Carrell, Mr. Girton, Ms. Oden, and Ms. Stover).

Mr. Dunbar appointed Mr. Girton and Ms. Stover to serve on the Board Budget Committee.

The board reviewed and selected Rite Quality Office Supplies as KHCPL's primary office supply vendor, following a motion by Mr. Girton and a second by Ms. Stover, by the following vote (aye – Ms. Carrell, Mr. Girton, Ms. Oden, and Ms. Stover). The board reviewed bids from four office supply vendors. Ms. Hanny provided a brief overview of the tabulation comparing supply prices and past positive experiences with Rite Quality's customer service. Based on a comprehensive evaluation of pricing, product availability, service offerings, and the best overall fit for KHCPL's needs, the board selected Rite Quality Office Supplies.

Under Other New Business • Ms. Brautigam reminded the board that the bylaws call for a June executive session to be held to review the library attorney's evaluations and to discuss the progress of the director on her goals. The executive session will be held following the adjournment of the regular June board meeting.

Under Director's Comments • Ms. Brautigam reminded the board that next month's meeting will be held at KHCPL South. She also informed the board that Amy Russell, former Head of Genealogy and Local History, was awarded a lifetime achievement award at the Douglass School Jazz Brunch, at which Ms. Brautigam was in attendance.

The meeting was adjourned at 5:18 p.m.

Cathy Stover, Secretary

[Minutes prepared by Ginger Hanny.]

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