

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

Members

Mary Baker
Stephanie Carrell**
Joe Dunbar, President
Alan Girton
Cathy Stover

Others

TJ Rethlake, Attorney
Alex Toren, Mayor's Youth Advisory

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Rita Bates, Head of Finance
Trina Evans
Ginger Hanny, Administrative Assistant
Tammy Keith*
Caele Pemberton
Trisha Shively
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, Ms. Bates, Ms. Brautigam, Ms. Evans, Ms. Hanny, Ms. Pemberton, Ms. Shively, Mr. Smith, and Mr. Workinger attended in person. All others* attended via Zoom.)

Following the call to order, there was a brief delay in the commencement of business due to a technical issue with the meeting materials. **Ms. Carrell arrived at 4:35 p.m.

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 October meeting; minutes of September 18 work session; minutes of October 20 executive session; October statistical report; October 14 – November 10 appropriations report; October financial report; October 14 – November 10 allowance of claims; and personnel changes. During discussion, Ms. Baker inquired about the seemingly large decrease in Wi-Fi usage compared to previous years. Mr. Smith, Head of IT & Facilities, explained that for an undetermined amount of time the Wi-Fi usage statistics had been incorrectly calculated. Ms. Baker made a motion for Mr. Smith to work with other appropriate library staff to correct the statistics for future reports. Ms. Baker's motion was seconded by Ms. Stover and approved by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, and Ms. Stover). The consent agenda was then approved, following a motion by Ms. Baker and a second by Ms. Stover, by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, and Ms. Stover).

The board approved the Resolutions to Transfer Between Library Appropriations (see resolutions) for \$2,000.00 from Communications to Legal Services, \$36,500.00 from Physical Materials to Public eMaterials, and \$8,500.00 from Public Databases & Online Learning Platforms to Public eMaterials, following a motion by Mr. Girton and a second by Ms. Carrell, by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, and Ms. Stover).

The annual Friends of the Library report (see report) was presented to the board by current Friends President, Ms. Pemberton. The report highlighted the success of multiple book sales and several items the Friends have purchased in the past year. The Friends were the fiscal agent for the Trivia Fundraiser, with the raised monies being transferred to the library's fund at the Community Foundation of Howard County. Ms. Pemberton also informed the board that the Friends have approximately \$24,000.00 in their account.

Ms. Brautigam informed the board that KHCPL will receive a \$10,000 gift from the Carnegie Corporation of New York (see press release). The gift is part of Carnegie Libraries 250, a special initiative celebrating the upcoming 250th anniversary of

America's founding. The library is not required to use the funds for any specific purpose and there have been no decisions about how the funds will be spent at this time.

Under Thumbnail Sketch • Ms. Pemberton informed the board of an opportunity presented by the Chamber of Commerce to have some library marketing materials translated into Korean free of charge to the library. The library accepted the offer and had some key library materials translated. These included a Welcome to Your Library brochure, a page about the library's streaming and downloadable services, and the adult and youth registration forms for a library card. In doing so, the library hopes to better serve the growing number of Korean families in Howard County.

There was no Other New Business.

Under Director's Comments • Ms. Brautigam informed the board that KHCPL was recently awarded the distinction of DSI Employer of the Year. She commended Ms. Kayla Foland, Head of Circulation, for her role in helping KHCPL receive this honor. Ms. Brautigam and Ms. Foland will accept the award at the DSI Annual Banquet in Columbus, IN.

The meeting was adjourned at 5:02 p.m.

Cathy Stover, Secretary

[Minutes prepared by Ginger Hanny.]

The next library board meeting will be on **Monday, December 15** at 4:30 p.m. at KHCPL Main.