

Kokomo-Howard County Public Library (KHCPL)  
Board of Trustees Meeting  
KHCPL Main  
September 18, 2023

Members

Stephanie Oden, President  
Mary Baker  
Stephanie Carrell  
Alan Girton  
Karen Sosbe  
Cathy Stover

Others

T. J. Rethlake, Attorney  
Ariel Galles, Mayor's Youth  
Liliana Taskey, Mayor's Youth

Staff

Faith Brautigam, Director  
Doug Workinger, Assistant Director  
Rita Bates, Head of Finance  
Heather Dale, Admin Assistant  
Christie Tate\*  
Caele Pemberton  
Aaron Smith\*

The budget public hearing was called to order by the president at 4:31 p.m. with six members present. (Board members, Mr. Rethlake, Ms. Brautigam, Mr. Workinger, Ms. Bates, Ms. Pemberton, and Ms. Dale attended in person. All others\* attended virtually via Zoom.)

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

The budget public hearing was adjourned following a motion by Mr. Girton and a second by Ms. Stover by the following vote (aye –Ms. Baker, Ms. Carrell, Mr. Girton, Ms. Sosbe and Ms. Stover.)

The regular meeting was called to order at 4:35 p.m.

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

New mayor's youth advisory representatives Ariel and Liliana were introduced to the library board.

The consent agenda was reviewed as follows (see reports and agenda): Minutes of August meeting; August statistical report; August 15 – September 11 appropriations report; August financial report; August 15 – September 11 allowance of claims; and personnel changes. The consent agenda was approved, following a motion by Mr. Girton and second by Ms. Carrell, by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, Ms. Sosbe and Ms. Stover.)

A Surplus List (see list) was reviewed. The items that were listed were designated as surplus following a motion by Ms. Carrell and second by Mr. Girton, by the following vote (aye –Ms. Baker, Ms. Carrell, Mr. Girton, Ms. Sosbe and Ms. Stover.)

The director's goals attainment report was reviewed (see report.)

The director's community engagement report was reviewed (see report.)

The Year to Date Monetary and In-kind Donations report (see report) was reviewed. Ms. Brautigam expressed her delight that the value was almost \$300,000.

The board discussed the date in January for the regular and finance meetings to be held. The date selected was Monday, January 22<sup>nd</sup> at 4:30 p.m.

Under Thumbnail Sketch, Head of Marketing and Community Engagement Caele Pemberton distributed donation request brochures (see documents) for the board to discuss. Ms. Stover suggested including information on services and programs we offer that are valuable to the community. Ms. Oden stated that the stories are what will draw people in. Ms. Baker suggested adding a QR code that ties to the website where information about programs are available. Ariel suggested the call to action be listed at the top of the opening page. Board members were encouraged to contact Ms. Pemberton with any other questions or suggestions.

Under Other New Business. Ms. Oden noted that an executive session will be needed following the October 16<sup>th</sup> meeting.

Under director's comments, Ms. Brautigam pointed out that the graphical report entitled Success Stories that was distributed to the board via email included a compliment about the Holocaust exhibit. The Education Initiatives Manager from the United States Holocaust Memorial Museum said that what she saw during her visit was exactly the vision they had when they developed the traveling exhibit.

The meeting was adjourned at 5:12 p.m.

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Cathy Stover, Secretary

[Minutes prepared by Heather Dale.]

The next regular meeting will be on **Monday, October 16** at 4:30 p.m. at KHCPL Main.