

Kokomo-Howard County Public Library (KHCPL)
Board of Trustees Meeting
KHCPL Main
September 15, 2025

Members

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

Others

TJ Rethlake, Attorney

Staff

Faith Brautigam, Director
Doug Workinger, Assistant Director
Rita Bates, Head of Finance
Ginger Hanny, Administrative Assistant
Justin Kingery*
Lori Seaman*
Aaron Smith*
Christie Tate
Samantha Vent*

The budget public hearing was called to order by the president at 4:30 p.m. with seven members present. (Board members, attorney, Ms. Bates, Ms. Brautigam, Ms. Hanny, 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 budget public hearing was adjourned, following a motion by Ms. Baker and a second by Ms. Oden, by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover).

The regular meeting was called to order at 4:31 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 the August meeting; August statistical report; August 12 – September 8 appropriations report; August financial report; August 12 – September 8 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, Ms. Carrell, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover).

The board reviewed the Director's Goals Attainment Report (see report). Ms. Brautigam updated the board on the progress of each goal. She provided the board with additional documentation regarding her goal to create an internal leadership development program. The additional documentation included an overview of each monthly session, detailed outlines of the first four sessions, and the Application/Nomination Form that will be used to apply or nominate a participant for the Leadership Academy.

The board reviewed the Director's Community Engagement Report (see report).

The board reviewed and approved the Hiring and Compensation Policy (see policy), following a motion by Ms. Baker and a second by Ms. Sosbe, by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover). Although the board approved the updates to this policy, the updates will not go into effect until January 1, 2026.

The board reviewed and approved the Personnel Manual (see policy), following a motion by Ms. Sosbe and a second by Mr. Girton, by the following vote (aye – Ms. Baker, Ms. Carrell, Mr. Girton, Ms. Oden, Ms. Sosbe, and Ms. Stover). The most notable update was the addition of section 4.23 Conflicts of Interest.

Ms. Brautigam updated the board regarding two upcoming board vacancies. One appointment comes from the Kokomo School Board, and the other appointment comes from the combined school boards of Northwestern, Taylor, and Western Schools. Ms. Brautigam has informed the superintendents of each school regarding the upcoming vacancies.

Under Other New Business • Board President Mr. Dunbar reminded the board of the upcoming work session scheduled for Thursday, September 18 at Inventrek Technology Park from 3:00 p.m.-4:30 p.m.

Under Director's Comments • Ms. Brautigam informed the board that her column in the *Kokomo Tribune* was not published in the last two months. Caele Pemberton, Head of Marketing and Community Engagement, has been in correspondence with the *Kokomo Tribune* to resume publication of Ms. Brautigam's monthly column. Ms. Brautigam also gave a reminder about the upcoming work session.

The meeting was adjourned at 4:58 p.m.

Cathy Stover, Secretary

[Minutes prepared by Ginger Hanny.]

The next library board meeting will be on **Monday, October 20** at 4:30 p.m. at KHCPL Main.