

**OFFICIAL RECORDS OF  
THE ALLEN COUNTY PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Meeting of January 23, 2025, in Regular Session

The Board of Library Trustees of the Allen County Public Library met in a regular session on Thursday, January 23, 2025, at 3:09 p.m. at the Main Library. Present: Mr. Eisbart presiding, Mr. Freistroffer, Mr. Moss, Mr. Seifert, and Mr. Williams. Ms. Shamanoff and Mr. Pasterick were absent.

**ADOPTION OF THE AGENDA**

On the motion of Mr. Moss, the agenda was adopted as presented. Roll call vote was recorded:

Mr. Eisbart – Aye.  
Mr. Freistroffer – Aye.  
Mr. Moss – Aye.  
Mr. Seifert – Second.  
Mr. Williams – Aye.

**APPROVAL OF MINUTES**

- a. Minutes of regular session December 19, 2024.
- b. Minutes of executive session December 19, 2024.
- c. Minutes of Capital Projects Committee Executive session January 13, 2025.
- d. Minutes of approval of claims January 9, 2025.

On the motion of Mr. Moss, the minutes of the preceding meetings were approved.

Mr. Eisbart – Aye.  
Mr. Freistroffer – Aye.  
Mr. Moss – Aye.  
Mr. Seifert – Second.  
Mr. Williams – Aye.

**FINANCIAL REPORT**

Mr. Sedestrom reported that the year-end processes are proceeding and that the preliminary statements have been included in the board packet. He highlighted that the General fund shows an initial surplus of \$2.25 million but that the final number will change since many adjustments are still needing to be made as further bills are paid and adjusting entries are made. Any surplus would be earmarked for the capital improvement reserves. He also reported that the Self-Insurance fund continues to perform incredibly well and shows a preliminary year-end fund balance of over \$9.6 million. Because of this strong balance, the

monthly amount of employer contribution to the fund is being reduced from \$300,000 to \$250,000 for 2025.

On the motion of Mr. Williams, the financial report was accepted.

- Mr. Eisbart – Aye.
- Mr. Freistroffer – Aye.
- Mr. Moss – Second.
- Mr. Seifert – Aye.
- Mr. Williams – Aye.

**APPROVAL OF CLAIMS**

Ms. Noll stated the claims totaled around \$1.8 million. Self-insurance premium was \$250,000, snow removal was around \$178,000, and non-print materials were \$103,000.

On the motion of Mr. Seifert, the claims were accepted.

- Mr. Eisbart – Aye.
- Mr. Freistroffer – Second.
- Mr. Moss – Aye.
- Mr. Seifert – Aye.
- Mr. Williams – Aye.

Allen County Public Library Board of Library Trustees January 23, 2025			
<b>Wires</b>			
		<b>Wires Subtotal:</b>	<u>\$ -</u>
<b>EFT</b>			
	January 22, 2025	Medical claims from PHP TPA Services for 01/21/2025	\$ 35,902.61
	January 17, 2025	PERF Contributions PR #02	\$ 82,311.58
	January 15, 2025	UMB HSA Employer Contribution	\$ 8,422.69
		<b>EFT Subtotal:</b>	<u>\$ 126,636.88</u>
<b>Payroll</b>			
	January 17, 2025	Gross \$ 631,634.70	net \$ 464,402.42
		Payroll Taxes	\$ 165,566.97
		<b>Payroll Subtotal:</b>	<u>\$ 629,969.39</u>
<b>Accounts Payable Check Batches</b>			
(See "Check Register" for detail of total)			
Star Bank general operating accounts	January 23, 2025	#249792 - #249906	\$ 1,063,664.26
	January 23, 2025	AP EFT #012325-001 - #012325-0014	\$ 43,382.18
	Less VOIDS:	#246146, #26147, #246177, #246185 & #122923-010	
		<b>Star Bank Subtotal:</b>	<u>\$ 1,107,046.44</u>
		<b>Accounts Payable Check Batches Subtotal:</b>	<u>\$ 1,107,046.44</u>
		<b>Grand Total:</b>	<u>\$ 1,863,652.71</u>

## **RESOLUTION # 2025-01 TO CARRY FORWARD CERTIN ENCUMBRANCES TO 2025**

Ms. Noll continued with the resolution 2025-01. The resolution is to carry forward encumbrances from 2024 to 2025. This year's encumbrances total just over \$2 million primarily covering the expenses of the solar and chiller project at \$1.9 million, materials at \$404,000, and the Studio remodel at \$115,000.

On the motion of Mr. Seifert, the resolution to transfer appropriations within operating funds was approved.

Mr. Eisbart – Aye.

Mr. Freistroffer – Aye.

Mr. Moss – Aye.

Mr. Seifert – Aye.

Mr. Williams – Second.

## **COMMITTEE REPORTS**

Mr. Seifert announced the committee met on January 13, 2025. The public hearing for Phase 1 of the Facility Master Plan is scheduled during the Fort Wayne City Council meeting on January 28, 2025, at 5:30 PM.

## **EXECUTIVE DIRECTOR'S REPORT**

5500 children in Allen County have registered for Dolly Parton's Imagination Library. Our program was the fastest-growing program in the country for the month of December 2024.

Ms. Baier announced the second annual Night at the Library joint fundraising event with the Friends of the Library and Literacy Alliance to be held on Saturday, May 10, 2025.

She continued with information about one of the most popular free programs opening January 27, AARP's tax help. The program will be held at nine locations this year, including the Main Library.

Ms. Baier invited the board to the new Studio, or expanded Maker Space, grand opening coming February 11 at 1 PM.

She mentioned she, Ms. Michael-Keller, and Ms. Bolan would be attending Indiana Library Federation State House Day on February 3, 2025, to meet with legislators to advocate for libraries.

Ms. Baier encouraged the trustees to look at two exhibits currently on display at the Main Library, the United States Colored Troops in the Rolland Center, and the History of Fair Housing in the Great Hall.

The trustees received the Quarterly Managers' Report from the 4<sup>th</sup> Quarter of 2024, and Ms. Baier shared some highlights from the report.

**NEW BUSINESS**

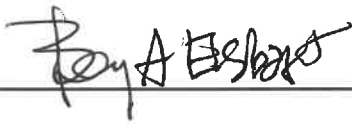
N/A

**PUBLIC COMMENT**

N/A

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 3:33 p.m.

  
\_\_\_\_\_ Ben Eisbart, President