

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

Meeting of September 26, 2024 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in a regular session on Thursday, September 26, 2024, at 3:00 p.m. at the Main Library. Present: Mr. Eisbart presiding, Ms. Shamanoff, Mr. Pasterick, Mr. Seifert, and Mr. Williams. Mr. Moss and Mr. Kerley were absent.

**PUBLIC HEARING ON 2025 LIBRARY OPERATING BUDGET**

Prior to opening the hearing to public comment, Mr. Sedestrom gave highlights of the proposed 2025 Operating budget noting nothing had changed since the meeting of the Finance and Personnel Committee. The proposed official budget for 2025 is slightly over \$40 million, a 3.993% increase. The levy growth, governed by the maximum levy growth quotient established by the State of Indiana is 4% for 2025 and results in the property tax levy increasing by \$1,537,500. The impact of the circuit breakers is estimated at \$1.2 million. The local income tax (LIT) is expected to go down to \$344,000.

He continued to the expense side of the budget stating the budget's largest portion continues to be wages and benefits at about 63% or a little over \$25 million. Capital-related expenses such as maintenance and equipment replacements are almost \$3.2 million and represent approximately 8% of the total budget. Library materials both electronic and hard materials are budgeted just over \$5.6 million or about 14% of the total budget. The 14% budget for materials is higher than the state average (8%) and national average (11%). The final vote to approve the budget for 2025 will take place at the October 24, 2024 meeting of the Board and the budget will be uploaded to the Gateway system immediately following this meeting.

There was no public comment.

**ADOPTION OF THE AGENDA**

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

Mr. Eisbart – Aye.

Ms. Shamanoff – Aye.

Mr. Pasterick – Aye.

Mr. Seifert – Aye.

Mr. Williams – Second.

## **APPROVAL OF MINUTES**

- a. Minutes of regular session August 22, 2024.
- b. Minutes of executive session August 22, 2024.
- c. Minutes of Finance and Personnel Committee August 22, 2024
- d. Minutes of approval of claims September 6, 2024.

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

Mr. Eisbart – Aye.  
Ms. Shamanoff – Aye.  
Mr. Pasterick – Second.  
Mr. Seifert – Aye.  
Mr. Williams – Aye.

## **FINANCIAL REPORT**

Mr. Sedestrom reported that all lines were spending at predicted levels. October will be the vote and passage of the 2025 budget. Once the approved budget has been uploaded to the State Gateway system, the DLGF will have until the end of the year to approve the budget and issue the official budget order. He moved on to discuss the City Council's unanimous approval of additional appropriations necessary for the Main Libraries roofing, chiller, and solar panel installation. He also touched on the two upcoming resolutions being proposed later in the meeting.

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

Mr. Eisbart – Aye.  
Ms. Shamanoff – Aye.  
Mr. Pasterick – Aye.  
Mr. Seifert – Aye.  
Mr. Williams – Second.

## **APPROVAL OF CLAIMS**

Mr. Sedestrom stated the claims totaled around \$1.4 million, about \$776,000 is related to the roofing project at the Main Library. The project is slated to wrap up on time. Insurance premiums totaled \$107,000. The remaining total is the purchasing of books and digital material.

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

Mr. Eisbart – Aye.  
Ms. Shamanoff – Aye.  
Mr. Pasterick – Second.  
Mr. Seifert – Aye.  
Mr. Williams – Aye.

|                                       |   |                                  |  |   |                        |
|---------------------------------------|---|----------------------------------|--|---|------------------------|
| <b>Wires</b>                          |   |                                  |  |   |                        |
|                                       |   |                                  |  | <b>Wires Subtotal:</b>                          | <u>\$ -</u>            |
| <b>EFT</b>                            |   |                                  |  |   |                        |
| September 13, 2024                    | UMB HSA Employer Contribution                     |                                  |  | \$  | 8,750.20               |
| September 13, 2024                    | PERF Contributions PR #19                         |                                  |  | \$  | 71,014.66              |
| September 16, 2024                    | Medical claims from PHP TPA Services for 09/18/24 |                                  |  | \$  | 119,403.59             |
| September 23, 2024                    | Medical claims from PHP TPA Services for 09/23/24 |                                  |  | \$  | 4,470.80               |
| September 26, 2024                    | Medical claims from PHP TPA Services for 09/26/24 |                                  |  | \$  | 33,350.22              |
| September 27, 2024                    | PERF Contributions PR #20                         |                                  |  | \$  | 71,392.89              |
|                                       |   |                                  |  | <b>EFT Subtotal:</b>                            | <u>\$ 308,382.36</u>   |
| <b>Payroll</b>                        |   |                                  |  |   |                        |
| September 13, 2024                    | Gross   | \$                               | 597,368.91                                 | net   | \$ 441,066.97          |
|                                       | Payroll Taxes                                     |                                  |  |   | \$ 156,448.65          |
|                                       |   |                                  |  | <b>Payroll Subtotal:</b>                        | <u>\$ 597,515.62</u>   |
| <b>Payroll</b>                        |   |                                  |  |   |                        |
| September 27, 2024                    | Gross   | \$                               | 602,682.91                                 | net   | \$ 444,816.91          |
|                                       | Payroll Taxes                                     |                                  |  |   | \$ 158,137.00          |
|                                       |   |                                  |  | <b>Payroll Subtotal:</b>                        | <u>\$ 602,953.91</u>   |
| <b>Accounts Payable Check Batches</b> |   |                                  |  |   |                        |
|                                       |   |                                  | (See "Check Register" for detail of total) |   |                        |
| Star Bank general operating accounts  | September 26, 2024                                | #248775 - #248946                |  | \$  | 1,615,246.55           |
|                                       | September 13, 2024                                | AP EFT #09132024-001             |  | \$  | 7,545.00               |
|                                       | September 26, 2024                                | AP EFT #092624-001 - #092624-016 |  | \$  | 926.30                 |
|                                       | Less VOIDS:                                       | AP EFT #090624-008               |  | \$  | (7,545.00)             |
|                                       |   |                                  |  | <b>Star Bank Subtotal:</b>                      | <u>\$ 1,616,172.85</u> |
|                                       |   |                                  |  | <b>Accounts Payable Check Batches Subtotal:</b> | <u>\$ 1,616,172.85</u> |
|                                       |   |                                  |  | <b>Grand Total:</b>                             | <u>\$ 3,125,024.74</u> |

## ADDITIONAL APPROPRIATIONS PUBLIC HEARING – 2022 COUNTY-WIDE FACILITY LIBRARY TRANSFORMATION PROJECT

Mr. Eisbart opened the hearing. Attorney Jeff Qualkinbush from Barnes and Thornburg presented the bond information and related additional appropriations for the county-wide facility transformation project. He discussed the previous hearings held in April 2022 and the topics for the meeting of this hearing.

Ms. Baier and Ms. Bolan presented the proposed library capital projects that would be included in Phase 1 of the Facility Master Plan. The list of proposed Phase I buildings are Aboite (new building/property sale), Shawnee (new building/property sale), Dupont (heavy renovation), Georgetown (heavy renovation), Hessen Cassel (medium renovation or new building/property sale), New Haven (medium renovation), and Main (select renovation.)

Mr. Sedestrom informed the board of the proposed funding for Phase I of the Facility Master Plan. He stated that the hard and soft costs would be around \$58 million with \$3.8 million in net land acquisition costs and issuance costs of \$900,000 for a total estimated maximum cost of

under \$63 million. The estimated total Library contributions would be about \$25 million (41%) with bond funding at about \$37 million (59%).

Ms. Baier said that the next steps in this process would be for the trustees to vote on the resolutions in today's meeting and to request the County Council hold a public hearing and vote on the bond proposal at its 11/13/2024 meeting.

Jason Tanselle of Baker Tilly provided information about tax impacts on property owners. The \$37 million general obligation bond would be repaid through property taxes over 19 years and 10 months. Estimated interest would be around \$28 million (6%), with maximum annual payments of around \$4 million, and maximum aggregate payment of just over \$69 million. The estimated financial impact per median household would be around \$1.59 per month or \$19.09 per year starting in 2026.

Three people provided public comment during the hearing.

**RESOLUTION OF THE LIBRARY BOARD AUTHORIZING THE ISSUANCE OF THE BONDS, THE EXPENDITURE OF MONEY HELD, OR TO BE HELD, BY THE PUBLIC LIBRARY, AND RELATED MATTERS.**

Mr. Qualkinbush restated the Phase I terms of \$37 million to be repaid over a 19-year and 10-month agreement for this resolution. He also mentioned the documents and authorizations needed for the project and the general options available.

On the motion of Mr. Pasterick, the resolution of the library board authorizing the issuance of the bonds, the expenditures of money held, or to be held, by the public library, and related matters were approved.

Mr. Eisbart – Aye.

Ms. Shamanoff – Aye.

Mr. Pasterick – Aye.

Mr. Seifert – Aye.

Mr. Williams – Second.

## **RESOLUTION OF THE LIBRARY BOARD APPROVING THE ADDITIONAL APPROPRIATIONS OF THE BOARD PROCEEDS, INTEREST EARNINGS, AND MONEY HELD, OR TO BE HELD, BY THE PUBLIC LIBRARY AND RELATED MATTERS**

Mr. Qualkinbush restated the Phase I terms of use for the bonds and reserves.

On the motion of Mr. Seifert, the resolution of the library board approving the additional appropriations of the board proceeds, interest earnings, and money held, or to be held, by the public library, and related matters were approved.

Mr. Eisbart – Aye.

Ms. Shamanoff – Aye.

Mr. Pasterick – Aye.

Mr. Seifert – Aye.

Mr. Williams – Second.

### **EXECUTIVE DIRECTOR'S REPORT**

Ms. Baier congratulated Jill Noll on her appointment as ACPL's new Chief Financial Officer upon the retirement of Dave Sedestrom.

She continued with information about SuperShot coming to nine ACPL locations to do flu and COVID vaccine clinics for patrons and staff through October.

Ms. Baier announced the October 1 closure of all ACPL locations for a staff development day. The event will be held at the Grand Wayne Center. The keynote speaker will be Indiana Poet Laureate Curtis Crisler.

The Genealogy Center is celebrating Family History Month by offering 31 days of free programming, in person or virtually. As a bonus, they will have extended hours on Friday, October 25 until 9 PM. The month celebrates the importance of preserving family stories and genealogical research.

Ms. Leah Johnson, an award-winning Hoosier author of children and young adults books, will be interviewed for a program at the Main Library by Ms. Baier on October 7 thanks to a grant from Indiana Humanities.

Ms. Baier thanked the Fort Wayne Museum of Art for loaning ACPL some of their prints to display at the Georgetown Branch for Hispanic Heritage Month.

She continued with news of updated seating for patrons in the Great Hall. She thanked Ms. Bolan and Ms. Frandle for implementing the project.

Ms. Baier announced that PBS Prime Time will air an episode filmed in the Rolland Center on Friday, September 27. It can be viewed on the local channel or on PBS' YouTube page.

**NEW BUSINESS**

N/A

**PUBLIC COMMENT**

N/A

**ADJOURNMENT**

**There being no further business to come before the board, the meeting adjourned at 4:04 p.m.**

A handwritten signature in cursive script, reading "Gloria Shamanoff", is written over a horizontal line.

**Gloria Shamanoff, Secretary**