

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

Meeting of May 23, 2024 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in a regular session on Thursday, May 23, 2024, at 3:00 p.m. at the Hessen Cassel Branch. Present: Mr. Eisbart presiding, Mr. Moss, Mr. Kerley, Mr. Pasterick, and Mr. Seifert. Mr. Williams and Ms. Shamanoff 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. Moss – Aye.
Mr. Kerley – Second.
Mr. Pasterick – Aye.
Mr. Seifert – Aye.

APPROVAL OF MINUTES

- a. Minutes of regular session April 25, 2024.
- b. Minutes of executive session April 25, 2024.
- c. Minutes of approval of claims May 10, 2024.

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

Mr. Eisbart – Aye.
Mr. Moss – Second.
Mr. Kerley – Aye.
Mr. Pasterick – Aye.
Mr. Seifert – Aye.

FINANCIAL REPORT

Mr. Sedestrom reported that two lines were spending beyond predicted levels. The first line, Travel and Training, has spent close to the annual budgeted amount already due to the high amount of travel at conferences and seminars which took place in the first part of the year. This line will be monitored throughout the remainder of the year to determine if additional funds will need to be transferred. The second line is the Building Repairs and Maintenance line which is spending higher than benchmark due to the Dupont roof repairs.

Mr. Sedestrom continued with reporting that the audit fieldwork being conducted by Crowe LLC had been finished and has been sent to their Indianapolis partner for review. He also

mentioned the first budget workshop for the 2025 fiscal year was completed. He also announced Indiana will be giving out a supplemental income tax distribution of about \$958,000.

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

Mr. Eisbart – Aye.

Mr. Moss – Aye.

Mr. Kerley – Second.

Mr. Pasterick – Aye.

Mr. Seifert – Aye.

APPROVAL OF CLAIMS

Mr. Sedestrom stated the claims totaled around \$407,000. The highest claim was for insurance premiums at about \$107,000. The second highest claim was system-wide electrical services at about \$61,000. The remaining balance was used for books and non-print items.

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

Mr. Eisbart – Aye.

Mr. Moss – Aye.

Mr. Kerley – Aye.

Mr. Pasterick – Aye.

Mr. Seifert – Second.

Allen County Public Library Board of Library Trustees May 23, 2024			
Wires			
			Wire Subtotal: \$ -
EFT			
			\$ -
May 14, 2024	Medical claims from PHP TPA Services for 05/15/24		\$ 43,831.17
May 15, 2024	UMB HSA Employer Contribution		\$ 8,531.06
May 21, 2024	Medical claims from PHP TPA Services for 05/22/24		\$ 728.00
May 24, 2024	PERF Contributions PR #11		\$ 69,743.51
		EFT Subtotal:	\$ 122,834.64
Payroll			
May 24, 2024	Gross	\$ 507,653.80	
	Payroll Taxes		net \$ 441,603.23
			\$ 157,004.07
		Payroll Subtotal:	\$ 698,607.30
Accounts Payable Check Batches			
(See "Check Register" for detail of total)			
Star Bank general operating accounts	May 23, 2024	#247740 - #247830	\$ 406,363.91
	May 23, 2024	AP EFT #052324-001 - #052324-008	\$ 696.77
	Less VOIDS:	#246361, #246581 & #247586	\$ (545.00)
		Star Bank Subtotal:	\$ 406,605.68
		Accounts Payable Check Batches Subtotal:	\$ 406,605.68
		Grand Total:	\$ 1,127,847.52

SUMMER SPARK PREVIEW PRESENTATION BY JACKI FULWOOD, YOUTH SERVICES MANAGER

Ms. Baier introduced Ms. Fulwood who presented the 2024 Summer SPARK program. Ms. Fulwood opened her presentation with the commercial produced by the ACPL Communications Team. She explained that SPARK is ACPL's summer learning program and not just for youth but for all ages and abilities. The program includes incentives for reading or learning once a day. Patrons can participate by doing library programming, reading in any format, or activities involving learning of the patron's choice. Ms. Fulwood also mentioned the merchandise store with SPARK shirts and general ACPL items. She also discussed the LINK sites and Blessings in a Backpack to help feed our local children. She continued with the program Team Read, where 17 of the 42 teens are returning for their second year. The teens will be going to 20 sites throughout the summer to mentor younger children in their reading and learning. Ms. Fulwood thanked the sponsors of the SPARK program, the Foellinger Foundation, Friends of the Library, and the Library Foundation.

EXECUTIVE DIRECTOR'S REPORT

Ms. Baier congratulated Grabill branch manager Rebecca Wolfe for winning the 2024 Library Journal Mover and Shakers Award for her part as an educator for All Abilities Club.

She continued with the 17th year of Rock the Plaza's return and the new merchandise store that will sell Rock the Plaza shirts. Rock the Plaza will begin June 15th. There will also be 17 paid bands.

Ms. Baier also mentioned the successful "A Night at the Library" fundraiser with an estimated attendance of 190 patrons. The estimated funds raised for Literacy Alliance and the Friends of the Library are about \$9,000 per group.

She shared that Jonathan White, PhD, will present twice on Juneteenth - once in the morning for his children's book at the Grabill branch and once in the afternoon in the Main Library Theater with reception to follow in the Rolland Center.

Ms. Baier continued with compliments about our Security employees. She read a patron letter thanking the team for caring for her while having a medical emergency. Ms. Baier also read a letter from Fort Wayne Police Department thanking the Security staff for saving a man's life with the newly added AED.

Ms. Baier shared a blog post from WheelchairTravel.org. The blog's founder, John Morris, was recently in Fort Wayne and made an unannounced visit to the Genealogy Center. Mr. Morris wrote very favorably about his experience at ACPL.

Ms. Baier also thanked Ms. Helbert for hosting the Board meeting at the Hessen Cassel branch.

NEW BUSINESS

N/A

PUBLIC COMMENT

N/A

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 3:37 p.m.



~~Ben Eisbart, President~~

Gloria Shamanoff, Secretary