

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

Meeting of July 25, 2024 in Regular Session

The Board of Library Trustees of the Allen County Public Library met in a regular session on Thursday, July 25, 2024, at 3:00 p.m. at the Main Library. Present: Mr. Moss presiding, Ms. Shamanoff, Mr. Pasterick, Mr. Seifert, and Mr. Williams. Mr. Eisbart and Mr. Kerley were absent.

ADOPTION OF THE AGENDA

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

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

APPROVAL OF MINUTES

- a. Minutes of regular session June 27, 2024.
- b. Minutes of executive session June 27, 2024.
- c. Minutes of Capital Projects Committee Executive Session June 20, 2024.
- d. Minutes of approval of claims July 12, 2024.

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

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

FINANCIAL REPORT

Mr. Sedestrom reported one line of spending is ahead of benchmarked funds, maintenance supplies. This is being caused by the new roof, solar, and chillers project at the Main Library which is still on track for completion by the end of the year. Budget numbers for 2025 are arriving from the state. The information from the state will assist in cementing 2025's library budget. A meeting of the Finance and Personnel Committee will be set to discuss this further in August.

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

- Mr. Moss – Aye.
- Mr. Pasterick – Aye.
- Mr. Seifert – Aye.
- Ms. Shamanoff – Aye.
- Mr. Williams – Second.

APPROVAL OF CLAIMS

Mr. Sedestrom stated the claims totaled around \$574,000, of which the largest is roofing supplies for the project at Main totaling \$181,000. System-wide electrical is the next largest claim at \$68,000.

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

- Mr. Moss – Aye.
- Mr. Pasterick – Second.
- Mr. Seifert – Aye.
- Ms. Shamanoff – Aye.
- Mr. Williams – Aye.

Allen County Public Library Board of Library Trustees July 25, 2024			
Wires			-
		Wires Subtotal:	\$ -
EFT			
	July 15, 2024	UMB HSA Employer Contribution	\$ 8,640.20
	July 22, 2024	Medical claims from PHP TPA Services for 07/24/2024	\$ 115,584.71
	July 19, 2024	PERF Contributions PR #15	\$ 71,010.11
		EFT Subtotal:	\$ 195,235.02
Payroll			
	July 19, 2024	Gross \$ 634,733.77	net \$ 473,739.66
		Payroll Taxes	\$ 166,480.77
		Payroll Subtotal:	\$ 639,220.43
Accounts Payable Check Batches			
		(See "Check Register" for detail of total)	
Star Bank general operating accounts	July 18, 2024	#248288 - #248294 - printer error no checks printed	\$ -
	July 18, 2024	#248295 - #248301	\$ 79,483.85
	July 24, 2024	#248302 - #248411	\$ 492,887.16
	July 23, 2024	Manual Check - ACH #072324-001	\$ 2,200.00
	July 25, 2024	AP EFT #072524-001 - #072524-006	\$ 425.81
		Less VOIDS	\$ -
		Star Bank Subtotal:	\$ 574,996.82
		Accounts Payable Check Batches Subtotal:	\$ 574,996.82
		Grand Total:	<u>\$ 1,409,462.27</u>

MAIN LIBRARY THEATER UPGRADES

Ms. Baier introduced Ms. Bure and Mr. David of the Events team to discuss the upgrades applied to the Main Library Theater. The upgrade was implemented in three parts: projection, audio, and ADA compliance. The projector is now a 4k LCD laser unit projecting with higher lumens and crisp, vivid color. The audio upgrades include Crestron programming and a soundboard for audio fidelity and future expansion. ADA compliance has been upgraded to include Inloop hearing equipment. Patrons can also use personal mobile devices to enhance their visual and audio experience.

PRESENTATION ON NECTAR

Mr. Moss introduced Ms. Bane to discuss Nectar, a program to enhance the strategic planning portion of Creating a Culture of Belonging and create leadership with positive intent. Nectar sculpts praise to staff by giving prompts to encourage meaningful and mission/vision-driven recognition. This program can play into rewarding the staff for day-to-day successes, health challenges, and more.

PRESENTATION ON SAFE PLACE

Ms. Boatright presented the partnership with Safe Place, a YMCA program. A video was shown to explain Safe Place and Mr. Shakleford, a representative from Safe Place Allen County, was introduced. He explained Safe Place works with kids who are dealing with bullying, human trafficking, suicidal ideologies, and more. He has trained the ACPL Security staff on what human trafficking looks like in Indiana and the remainder of the staff on how and when to contact Safe Place. Safe Place will be at all ACPL locations, however, the program will initially be at five locations, Main, Georgetown, Pontiac, Little Turtle, and Woodburn. Woodburn was cited as being the first rural site in Allen County. This will also be a training found on ACPL's training platform, Niche.

EXECUTIVE DIRECTOR'S REPORT

Ms. Baier opened her report with ACPL participating in the Three Rivers Festival Parade. She continued with news of the Genealogy Center's hosting of the Midwest African-American Genealogical Center Institute, July 9 through 11th. The program's attendees came from ten states with 35 people in-person and 50 viewing online.

She mentioned staff from ACPL and the Follinger Foundation visited the Team Read program. The Follinger Foundation provided funding to the Team Read program and enjoyed seeing the fruits of their funding. She continued with the annual Friends of the Library meeting in July. Mr. Horton will continue his presidency of the Friends of the Library.

Ms. Baier continued with patron praise of digital access to full, same-day text from the Wall Street Journal and the New York Times with their library card.

Ms. Baier started a term on the board of directors for the Rotary Club of Fort Wayne. She also mentioned that Curt Witcher of the Genealogy Center and John O'Rourke of Access Fort Wayne were recent guest speakers at Rotary meetings.

She shared that Blessings in a Backpack had distributed through our libraries this summer 4,002 food packages to local children. Blessings in a Backpack will be handing out backpacks at select library locations for their final visit of the summer.

Ms. Baier encouraged trustees to review the 2nd Quarter Managers Report, which was included in their board packet.

NEW BUSINESS

N/A

PUBLIC COMMENT

N/A

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 3:47 p.m.

~~Paul Moss, Vice President~~

