

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

Meeting of May 25, 2023, in Regular Session

The Board of Library Trustees of the Allen County Public Library met in a regular session on Thursday, May 25, 2023, at 3:00 p.m. at the Little Turtle Library. Present: Mr. Eisbart presiding, Ms. Tucker, Mr. Williams, and Mr. Seifert. Mr. Moss arrived at 3:15 pm. Ms. Shamanoff and Mr. Castleman were absent.

ADOPTION OF THE AGENDA

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

Mr. Eisbart – Aye.
Ms. Tucker – Second.
Mr. Seifert – Aye.
Mr. Williams – Aye.

APPROVAL OF MINUTES

- a. Minutes of regular session April 27, 2023.
- b. Minutes of executive session April 27, 2023.
- c. Minutes of Capital Projects Executive Session May 18, 2023.
- d. Minutes of approval of claims May 11, 2023.

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

Mr. Eisbart – Aye.
Ms. Tucker – Second.
Mr. Seifert – Aye.
Mr. Williams – Aye.

FINANCIAL REPORT

Financial Services Manager Jill Noll spoke for Mr. Sedestrom this session. She started with the notification from the GFOA stating ACPL had received a certificate of excellence in financial reporting, this year marking the 30th consecutive year receiving this award. This certificate will assist with the comments that are provided with the award with the on-going SBOA audit which is nearing completion.

Ms. Noll continued with news of the 2024 budget starting to take shape. The first of many budget workshops was May 23, 2023.

On the motion of Ms. Tucker, the financial report was approved.

Mr. Eisbart – Aye.

Ms. Tucker – Aye.

Mr. Seifert – Aye.

Mr. Williams – Second.

APPROVAL OF CLAIMS

Ms. Noll opened with the claims totaling \$287,264.40. The highest claims were Indiana Michigan power at \$66,353.00 and the employee insurance premiums of \$36,418.00.

On the motion of Ms. Tucker, the claims were accepted.

Mr. Eisbart – Aye.

Ms. Tucker – Aye.

Mr. Seifert – Second.

Mr. Williams – Aye.

Allen County Public Library Board of Library Trustees May 25, 2023			
Wires			
			Wire Subtotal:
			\$ -
EFT			
	May 12, 2023	PERF Contributions PR #10	\$ 65,947.19
	May 16, 2023	UMB HSA Employer Contribution	\$ 8,312.69
	May 19, 2023	UMB HSA Employer Contribution	\$ 218.34
	May 24, 2023	Medical claims from PHP TPA Services for 05/24/23	\$ 200,359.87
	May 26, 2023	PERF Contributions PR #11	\$ 65,039.39
			EFT Subtotal:
			\$ 339,877.48
Payroll			
	May 26, 2023	Gross \$ 548,437.21	net \$ 402,553.02
		Payroll Taxes	\$ 142,740.44
			Payroll Subtotal:
			\$ 548,293.48
Accounts Payable Check Batches			
(See "Check Register" for detail of total)			
Star Bank general operating accounts	May 25, 2023	#243995 - #244093 Spoiled Computer Problems	\$ 0.00
	May 25, 2023	#244094 - #244192	\$ 283,066.18
	May 25, 2023	AP EFT #052523-001 - #052523-019	\$ 4,198.22
	Less VOIDS:	#242700 & #243851	\$ (40.00)
			Star Bank Subtotal:
			\$ 287,224.40
			Accounts Payable Check Batches Subtotal:
			\$ 287,224.40
			Grand Total:
			\$ 1,172,395.34

CAPITAL PROJECTS COMMITTEE REPORT

Mr. Seifert opened with the continued conversations with the County Council about the appropriate timing of the Facility Master Plan and having the Bond approved. He continued with the news of research the Board was doing for grants and alternative revenue sources.

SPARK SUMMER LEARNING PREVIEW

Ms. Baier introduced Ms. Aisha Hallman, the Assistant Manager of Teen Services, and Ms. Rebecca Wolfe, the manager of the Grabill branch. Ms. Wolfe started the conversation about SPARK starting June 1, 2023. She opened about how special and unique this program is in the world of libraries. She also expressed ACPL's appreciation for the assistance of the Foellinger Foundation, Allen County Public Library Foundation, and the Friends of the Allen County Public Library for their support of SPARK.

Ms. Wolfe continued by explaining the plan of continuing education through the summer for all ability levels and ages. She continued to discuss new programming for a now recognized age group of "tweens". She also discussed a new program coming to the SPARK line up, All Abilities SPARK Bingo. This program will empower all developmental abilities to participate. The program providing adults with intellectual disabilities is so new and innovative to the library world that other libraries are requesting ACPL's completed plans.

Ms. Wolfe also noted that we will again continue offering the Free Lunch program for eight locations.

Ms. Hallman opened with information about Team Read. This year is special as ACPL Team Read program has several returning teens and the logo is a composite of several teens' drawings from last year. Ms. Hallman continued talking about how this program helps both the teens and children gain life skills. The teens will be visiting 19 sites this year.

REQUEST TO CLOSE ALL ACPL LOCATIONS ON MONDAY, OCTOBER 30, 2023 FOR ILS MIGRATION STAFF INSERVICE

Ms. Baier reported that the new ILS, Polaris, will go live for patrons on Tuesday, October 31, 2023.

On the motion of Ms. Tucker, the request to close all ACPL locations on Monday, October 30 for a staff inservice to prepare for the ILS migration was approved.

Mr. Eisbart – Aye.

Ms. Tucker – Aye.

Mr. Moss – Aye.

Mr. Seifert – Aye.

Mr. Williams – Second.

LIBRARY BUILDING CORPORATION

Ms. Baier informed the Board that there is still a vacant Board position on the Library Building Corporation and ACPL is still looking for recommendations to fill it. She also outlined the requisites for joining as: living in Allen county, one meeting a year, and Foundation and Friends of the Library members have held seats before.

EXECUTIVE DIRECTOR'S REPORT

Ms. Baier discussed ACPL was approved for up to \$230,988.78 in e-rate funding for the period of July 1, 2023 through June 30, 2024. The e-rate funding covers services such as wide area networks and internet connectivity provided by Comcast, T-Mobile, and ENA.

She continued with news of the annual Cherry Blossom Festival being held on May 21, 2023 at the new festival home location of Purdue Fort Wayne. The festival was traditionally held at the Main Library. ACPL's Event Coordinator, Ms. Bure, acted as a liaison to the festival committee securing a new home for the growing festival at Purdue University campus. Our teen and children's staff also attended the festival and offered crafts and an anime drawing contest.

Ms. Baier continued the happy news that Life Adult Day Academy (LADA) recently recognized the Grabill Branch and its manager Rebecca Wolfe with a \$1000 check to celebrate partnerships on literacy programming and monthly book deliveries. The AWS Foundation was so impressed that they showed up with an extra \$1000 check for Grabill from the Foundation itself to match LADA's gift.

Ms. Baier informed the Board of the Rock the Plaza concert series return with seven consecutive Saturday nights from 6 pm to 10 pm on June 17 – July 29. Twenty-eight local bands will be featured. She also thanked the Library Foundation for their support with continuing this series.

Ms. Baier continued with news of ACPL hosting part of the International German Genealogy Partnership Conference June 8 – June 11, 2023. The Genealogy department will have an opportunity to show off the Genealogy Center, the library, and our great community. The majority of the events will be taking place at the Grand Wayne Center, though ACPL will play a key role in the numerous hybrid Connection Sessions as well as in welcoming researchers to the tremendous collection. The last time ACPL hosted a national/international family history conference was in 2018. Genealogy has extended hours in the Genealogy Center over that weekend to allow researchers more time with the collection.

She discussed that the Midwest Travel Journalist Association (MTJA) had awarded the Genealogy Center and the Rolland Center with two GEMmy awards. The GEMmy is an award granted by professional travel journalists and travel industry leaders who are members of the MTJA. The award recognizes attractions, tours, facilities, accommodations, and experiences that exemplify the joy, discovery, and education that travel can bring. A presentation ceremony will be held next week in coordination with MTJA and Visit Fort Wayne.

Ms. Baier also mentioned on June 20, 2023 ACPL will be a host and co-sponsor alongside Catholic Charities for the World Refugee day. The day is meant to celebrate the contributions and culture of the immigrant and refugee communities in Allen County.

Ms. Baier continued with information about the Northeast Indiana Apprenticeship fair on May 26, 2023. There will be several construction opportunities for folks to try construction tasks on the plaza.

NEW BUSINESS

N/A

PUBLIC COMMENT

N/A

Adjournment

There being no further business to come before the board, the meeting adjourned at 3:43 p.m.



Gloria Shamanoff, Secretary

~~Sharon Tucker, Vic President~~