

**EXECUTIVE SESSION (5:00 p.m.)**

The Elkhart Public Library Board of Trustees will meet in executive session at 5:00 p.m. Tuesday, September 16, 2023. The meeting location will be the lower level meeting rooms of the Downtown Library, 300 S. Second St., Elkhart, IN 46516.

The Board of Trustees will meet to receive and discuss information concerning the purchase or lease of real property, as authorized by I.C. 5-14-1.5-6.1(b)(2)(D).

**PUBLIC BUDGET HEARING (6:00 p.m.)**

- A. ROLL AND INTRODUCTION OF GUESTS
- B. PUBLIC HEARING ON THE 2024 BUDGET
- C. ADJOURNMENT

**REGULAR MEETING AGENDA**

- A. ROLL AND INTRODUCTION OF GUESTS
- B. CONSENT AGENDA
  - 1. Adopt Agenda
  - 2. Minutes of the Last Meeting
  - 3. Business Manager's Report and Finances
    - a. Financial Statements August 2023
    - b. Claims-to-be-paid –August/September 2023
    - c. Projected summary –September/October 2023
    - d. Estimated cash flow – September – November 2023
    - e. Personnel Changes Report –August/September 2023
- C. PRESIDENT'S BUSINESS
  - 1. Resolution commending outgoing Board member Carlos Esteves
  - 2. Board member Oath of Office – Yuliana Rivera Arce
- D. DIRECTOR'S REPORT
  - 1. Fall 2023 Talking Points
- E. UNFINISHED BUSINESS
  - 1. Opportunity for Library Board member to serve *ex officio* on the Elkhart City Park Board
- F. NEW BUSINESS
  - 1. Wage Schedule Proposal (presentation by NFP consultants Patrick McKenna and Abby Clegg)
  - 2. Fee Schedule Update
  - 3. Resolution to Purchase Refreshments for Library Programs and Events
  - 4. Resolution to Establish Cash Accounts
- G. Questions and Information from Board, Staff, and Guests

NEXT SCHEDULED BOARD MEETING: October 17 at 5:30 pm, Downtown Library, 300 S. 2<sup>nd</sup> Street. Agenda will include 2024 budget adoption.

See page 2 for information about electronic attendance/viewing of the meeting

Emailed to News Media on September 15, 2023.



**BOARD OF TRUSTEES' MEETING**  
**Tuesday, September 19, 2023**  
**6:00 p.m.**  
Downtown Library  
Lower Level Meeting Rooms

General public and interested individuals wanting to observe the Elkhart Public Library Board of Trustees meeting via videoconference may contact Sam Householder, Elkhart Public Library Communications Manager, on Monday, September 18 to receive viewing information. Contact Sam by email: [shouseholder@MyEPL.org](mailto:shouseholder@MyEPL.org) or cell 574-527-2865.

According to EPL policy, "meetings conducted entirely in person are the expected method of conducting official business." However, this month's agenda does not include any items that would prohibit a Board member from attending the meeting electronically, as long as all of the following conditions are met:

- a. At least four Trustees must be present in person at the designated location; and
- b. Trustees participating via electronic communications must be both seen and heard to participate in votes; and
- c. The presiding officer must take votes only by roll call; and
- d. Trustees must notify the presiding officer at least 72 hours in advance of the announced meeting time if they choose to attend the meeting via electronic communications; and
- e. Trustees may not attend more than two consecutive regular public Library Board meetings via electronic communications, and may not attend more than half of the Library Board's regular public meetings in a given year via electronic communications, unless the reason for attending electronically is due to military service; illness or other medical condition; death of a family member; or emergency involving actual or threatened injury to individuals or property.