

ROLL CALL & INTRODUCTION OF GUESTS

Members present: Cynthia Dunlop, Janet Gruwell, Jennifer Nielsen, James W. Rieckhoff, Yuliana Rivera Arce, Jeri Stahr, and Laura Steffen (via Zoom).

Others present: Lisa Guedea Carreño, Executive Director; Jane A. Garoutte, Senior Business Manager/Treasurer; Kevin J. Kilmer, Director of Branch and Technical Services; and Mary Beth Schlabach, Director of Public Services.

Staff present: Deb Bloom, Circulation Department Head; Nathan Claeys, Director of Human Resources; Diana Gill, Reference Department Head; Laura Holland, Administrative Clerk; Ashley Johar, Technical Services Clerk; Mary Ann Kempa, Cleveland Branch Manager; Eric Nord, Computer Network Assistant; Charles Pieri, Branch YPS Librarian; Bevin Redding, Reference Clerk; and Trevor Wendzonka, Chief Marketing Officer.

Staff present via Zoom: Donna Mitschelen, Osolo Branch Manager

Guest present: Suzanne Weirick, Elkhart County Commissioners

Guest present via Zoom: Stewart Godfrey, krM Architecture

REGULAR BOARD OF TRUSTEES MEETING

The regular meeting of the Board of Trustees of the Elkhart Public Library was called to order at 5:30 p.m. by James W. Rieckhoff, President.

CONSENT AGENDA

The Consent Agenda was presented. Jeri Stahr moved

THAT the Consent Agenda be adopted.

Janet Gruwell seconded.	Roll call vote was taken:
Cynthia Dunlop	Aye
Janet Gruwell	Aye
Jennifer Nielsen	Aye
Jeri Stahr	Aye
Laura Steffen	Aye
James W. Rieckhoff	Aye
Yuliana Rivera Arce	Aye

Motion: carried (7-0)

PRESIDENT'S BUSINESS

James W. Rieckhoff, President, introduced Suzanne Weirick, Elkhart County Commissioner, who gave a presentation on her thoughts for the future of libraries. She shared her joy of using the library from her time as a child through her experience working at a library and believes that libraries should provide access without judgement.

DIRECTOR'S REPORT

Lisa Guedea Carreño, Executive Director, introduced Stuart Godfrey of krM Architecture, who joined the meeting via Zoom to discuss the feasibility study for renovation/expansion of children's and teens' spaces downtown. He explained the timeline on completing the study and the process of collecting the data, including community input and multiple core team meetings and the lists of priorities and wish lists for the project. Copies of his presentation will be made available to the board. Lisa briefly went over possible funding sources. Stuart plans on returning for the May and June board meetings to give updates on the process.

OLD BUSINESS

Lisa Guedea Carreño, Executive Director, presented the Strategic Plan Draft. Members from the Strategic Planning Committee were in attendance at the meeting. James W. Rieckhoff, President, had some wording that he wanted to be further reviewed. There was much discussion on how much detail was necessary for the document versus an implementation plan. Lisa stated that many of the goals were aspirational. There was a suggestion of having a board work session with the committee members. It was decided that instead, board members would have individual comments shared with other board members and Lisa by April 26th, so she could compile these for the committee to review. The draft revisions would be presented at the May board meeting.

NEW BUSINESS

Board of Trustees Meeting Schedule -- changes to Dept/Special Reports

Lisa Guedea Carreño, Executive Director, stated that the updated Board of Trustees Meeting Schedule would need to be further updated to reflect additional presentations by krM Architecture. She will bring this back at the May board meeting.

Attendance and Work Hours Policy (first reading)

Lisa Guedea Carreño, Executive Director, presented the Attendance and Work Hours Policy along with background information. This is a combination of previous directives plus implementation of flexible scheduling. Laura Steffen moved

THAT the Attendance and Work Hours Policy be adopted

Yuliana Rivera Arce seconded. Roll call vote was taken:

Cynthia Dunlop	Aye
Janet Gruwell	Aye
Jennifer Nielsen	Aye
Jeri Stahr	Aye
Laura Steffen	Aye
James W. Rieckhoff	Aye
Yuliana Rivera Arce	Aye

Motion: carried (7-0)

Job Description revision: Head of Computer Services

Lisa Guedea Carreño, Executive Director, presented the revised Head of Computer Services Job Description. The recent vacancy in this department led to a review of the position based on the needs of the department. Jeri Stahr moved

THAT the Head of Computer Services Job Description be approved

Jennifer Nielsen seconded.	Roll call vote was taken:
Cynthia Dunlop	Aye
Janet Gruwell	Aye
Jennifer Nielsen	Aye
Jeri Stahr	Aye
Laura Steffen	Aye
James W. Rieckhoff	Aye
Yuliana Rivera Arce	Aye

Motion: carried (7-0)

Resolution to Establish Cash Accounts

Lisa Guedea Carreño, Executive Director, presented the Resolution to Establish Cash Accounts. Changes include adding Diana Gill in new position as the head of Reference and John Dawson for use with the Curbside Concerts. Yuliana Rivera Arce moved

THAT the Resolution to Establish Cash Accounts be adopted

Jeri Stahr seconded.	Roll call vote was taken:
Cynthia Dunlop	Aye
Janet Gruwell	Aye
Jennifer Nielsen	Aye
Jeri Stahr	Aye
Laura Steffen	Aye
James W. Rieckhoff	Aye
Yuliana Rivera Arce	Aye

Motion: carried (7-0)

PLAC Report for Board President and Director signature (quarterly)

This is a signature only item.

Questions and Information from Board, Staff, and Guests

Jeri Stahr requested that the seating for future board meeting be arranged more compactly as it is at times difficult to hear.

ADJOURNMENT

Jeri Stahr moved

THAT the meeting be adjourned.

Jennifer Nielsen seconded. James W. Rieckhoff, President, adjourned the regular meeting of the Board of Trustees of the Elkhart Public Library at 7:40 p.m.

The next regularly scheduled meeting of the Board of Trustees will be May 21, 2024 at 5:30 p.m. at the Downtown Location, 300 S. Second Street, Elkhart, IN.

Janet Gruwell, Interim Secretary