

ROLL CALL & INTRODUCTION OF GUESTS

Members present: Cynthia Dunlop, Janet Gruwell, James W. Rieckhoff, Yuliana Rivera Arce, Jeri Stahr, and Laura Steffen. Jennifer Nielsen was absent.

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: Laura Holland, Administrative Clerk; Jill Martinson, Audience Development Manager; Allison McLean, YPS Department Head; Eric Nord, Computer Services Department Head; and Trevor Wendzonka, Chief Marketing Officer.

Staff present via Zoom: Deb Bloom, Circulation Department Head; John Dawson, Senior Building Operations Manager; Sue Eller, Dunlap Branch Manager; Katie Graham, Technical Services Department Head; Jeanne Glanders, Popular Materials Department Head; and Sam Householder, Communications Manager.

Guests present: Bob Barnes, Elkhart County Commissioners and 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 5:32 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. Motion: carried (6-0)

PRESIDENT'S BUSINESS

County Commissioner Report

James W. Rieckhoff, President, introduced Elkhart County Commissioner Bob Barnes, who said he was impressed with the many things he learned about Elkhart Public Library during a tour before the meeting. He also commented on the resolution passed last year, noting it wasn't about banning books but rather assigning them to a more mature collection. He wants a good relationship with the library and to work together in the future.

Nominating Committee for Board officer positions

James W. Rieckhoff, President, asked members to think about if they want to be an officer next year.

Director evaluation

James W. Rieckhoff, President, requested that members send comments on how the director has done to him by June 5th.

Reappointment of Cynthia Dunlop for 2024-2028 term

Cynthia Dunlop, was reappointed by the Elkhart Community School Board. Kevin J. Kilmer, Director of Branch and Technical Services, administered the oath of office and witnessed and notarized the appointment certificate.

DIRECTOR'S REPORT

Lisa Guedea Carreño, Executive Director, introduced Stuart Godfrey of krM Architecture, who gave an update on the feasibility study for renovation/expansion of children's and teens' spaces downtown. He handed out three options to consider, noting that these are not so much designs as possibilities. These options included 1) renovate the current structure, 2) use parking lot space for a one-story addition and green space, and 3) use parking lot space for a two-story addition and green space. Each of these possibilities was discussed and would include some changes to the current layout. The next steps would be to consider cost options, and he stressed these plans are in the early draft stages.

OLD BUSINESSStrategic Plan Draft

Lisa Guedea Carreño, Executive Director, presented the second draft of the Strategic Plan. She noted that details removed from the previous document will be moved to an internal implementation plan. She reviewed comments the board submitted after last month's meeting and the planning committee's responses; summarized changes that were made; and clarified individual sections. Jeri Stahr moved

THAT the Strategic Plan be adopted as presented.

Laura Steffen seconded. Motion: carried (6-0)

NEW BUSINESSBoard of Trustees Meeting Schedule --- changes to Dept/Special Reports

Lisa Guedea Carreño, Executive Director, presented revisions to the Board of Trustees Meeting Schedule. There are no changes to dates or times, only to the department reports. These changes were made to accommodate presentations by krM Architecture. Cynthia Dunlop moved

THAT the Board of Trustees Meeting Schedule be approved

Yuliana Rivera Arce seconded. Motion: carried (6-0)

Job Description: Young People's Services Summer Clerk

Lisa Guedea Carreño, Executive Director, presented the Young People's Services Summer Clerk Job Description. This is for two temporary, part-time positions to help with the Summer Reading Challenge. This is a scaled-back version of the job description for YPS Clerk, and the position will conclude the day after the Summer Reading Challenge end party. Yuliana Rivera Arce moved

THAT the Young People's Services Summer Clerk Job Description be approved

Janet Gruwell seconded. Motion: carried (6-0)

Treasurer's Bond – set amount

Jane Garoutte, Senior Business Manager/Treasurer, stated that the Treasurer's Bond amount needs to be set. It is \$50,000 and can remain that amount or be changed prior to its renewal. Janet Gruwell moved

THAT the Treasurer's Bond remain at \$50,000

Jeri Stahr seconded. Motion: carried (6-0)

Questions and Information from Board, Staff, and Guests

Jeri Stahr noted that the Friends of Elkhart Public Library would like to donate withdrawn EPL books to the free little libraries located in Jimtown. Because Baugo Township is not part of the library district, they wondered if that would be a problem. It was agreed that items that have been withdrawn from EPL and donated to Friends are no longer under control of EPL or the board, and they may do with those materials as they deem appropriate. Executive Director Lisa Guedea Carreño expressed appreciation to the Friends for asking about it. James W. Rieckhoff, President, noted that the Friends do a lot for the library and encouraged members of the board to consider membership. A link to the application is available on EPL's website.

ADJOURNMENT

Jeri Stahr moved

THAT the meeting be adjourned.

Yuliana Rivera Arce seconded. James W. Rieckhoff, President, adjourned the regular meeting of the Board of Trustees of the Elkhart Public Library at 6:57 p.m.

The next regularly scheduled meeting of the Board of Trustees will be June 18, 2024 at 5:30 p.m. at the Downtown Location, 300 S. Second Street, Elkhart, IN.

Laura Steffen, Secretary