

ROLL CALL & INTRODUCTION OF GUESTS

Members present: Cynthia Dunlop, Janet Gruwell, Jennifer Nielsen, James W. Rieckhoff, Jeri Stahr, and Laura Steffen. Yuliana Rivera Arce was not present.

Others present: Jane A. Garoutte, Director of Finance/Treasurer; Kevin J. Kilmer, Director of Branch and Technical Services; and Mary Beth Schlabach, Interim Executive Director.

Staff present: Deb Bloom, Circulation Department Head; Laura Holland, Administrative Clerk; Mary Ann Kempa, Cleveland Branch Manager; Jarret Mitchell, Pierre Moran Branch Manager; Eric Nord, Computer Services Department Head; Charles Pieri, Branch YPS Librarian; and Trevor Wendzonka, Chief Marketing Officer.

Staff present via Zoom: John Dawson, Senior Building Operations Manager; Sue Eller, Dunlap Branch Manager; Katie Graham, Technical Services Department Head; and Susan Schroeder, Reference Department Head.

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. Jennifer Nielsen moved

THAT the Consent Agenda be adopted.

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

PRESIDENT'S BUSINESS

James W. Rieckhoff, President, noted that there were clothing samples on display for anyone wishing to order EPL branded tops. The order deadline is April 16. The library store will reopen in a few months if board members would like to order again at a later date.

DIRECTOR'S REPORT

Executive Director Search Update

Mary Beth Schlabach, Interim Executive Director, reported that Bradbury Miller Associates has received 22 applications for the Executive Director position. They will organize them send a matrix of the candidates to the hiring committee on April 16.

Indiana Senate Bill 1

Mary Beth Schlabach, Interim Executive Director, announced that Senate Bill 1, Property Tax Reform, has been passed the state legislature and was signed into law today. This will impact the library, but details are still unclear.

Department Report: Jarret Mitchell, Pierre Moran

Jarret Mitchell, Pierre Moran Branch Manager, gave a summary of the branch, noting that he started there in 2018. Between Covid and the branch renovation, more of his time there has been outside of “normal” operations. Since 2023, staff have focused on family programming. He shared some statistics on program attendance, noting they have moved from some huge numbers with a few big programs to more manageable regular programs.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Wage Schedule

Mary Beth Schlabach, Interim Executive Director, presented the Wage Schedule. Updates include Director of Finance (previously Senior Business Manager) and Content Marketing Specialist (replacing Home Delivery Specialist). These changes reflect previously approved Job Descriptions. Laura Steffen moved

THAT the Wage Schedule be adopted.

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

PLAC Report for Board and Director signature (quarterly)

This is a signature only item.

Questions and Information from Board, Staff, and Guests

Jeri Stahr commented that she had met the new Branch Manager at Osolo (Kathryn Cullison) and she liked her.

Mary Beth Schlabach stated that the temporary new set-up for giving YPS more space has been completed and invited the board to take a look at it.

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 5.53 p.m.

The next regularly scheduled meeting of the Board of Trustees will be May 20, 2025 at 5:30 p.m. at the Downtown Location, 300 S. Second Street, Elkhart, IN.

Jennifer Nielsen, Secretary