

### ROLL CALL & INTRODUCTION OF GUESTS

Members present: Cynthia Dunlop, Janet Gruwell, Dan Holtz, Yuliana Rivera Arce, Jeri Stahr, and Laura Steffen. James W. Rieckhoff joined via Zoom.

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

Staff present: Micah Daso, Computer Support Specialist; Laura Holland, Administrative Clerk; Mary Ann Kempa, Cleveland Branch Manager; and Eric Nord, Computer Services Department Head.

Staff present via Zoom: Deb Bloom, Circulation Department Head; Nathan Claeys, Director of Human Resources; Katie Cullison, Osolo Branch Manager; John Dawson, Senior Building Operations Manager; Sue Eller, Dunlap Branch Manager; Jane A. Garoutte, former Director of Finance/Treasurer; and Elizabeth Layman, Technical Services Librarian.

### REGULAR BOARD OF TRUSTEES MEETING

The regular meeting of the Board of Trustees of the Elkhart Public Library was called to order at 5:37 p.m. by Jeri Stahr, Vice President.

### CONSENT AGENDA

The Consent Agenda was presented. Janet Gruwell moved

THAT the Consent Agenda be adopted.

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

### PRESIDENT'S BUSINESS

There was no President's Business.

### DIRECTOR'S REPORT

Mary Beth Schlabach, Interim Executive Director, remarked on the budget cuts to the Indiana State Library. Despite the cuts, they will continue to provide access to INSPIRE database and the digital library. We will lose the connectivity grant, that paid approximately \$8,000 toward internet. Our budget has already been updated to reflect this change.

Mary Ann Kempa, Cleveland Branch Manager, gave a presentation on the staff, programing, and patrons at the location. She highlighted some successful programs and how the results fit EPL's Strategic Plan Key Focus Area 1, to become a Community Hub and Gathering Area. Summer Reading

Program, foot traffic, and circulation stats were also shared with the board showing continual growth.

### OLD BUSINESS

There was no old business to discuss.

### NEW BUSINESS

#### Draft 2026 Budget

Jamie Arce, Director of Finance/Treasurer, the Draft 2026 Budget. This was started by former Director of Finance/Treasurer, Jane A. Garoutte. Together with Interim Executive Director Mary Beth Schlabach, they completed this draft. It includes budget requests from 22 departments which are combined for submission to state. It includes a 4% growth quotient and a 3% cost of living increase. Insurance projections were provided by Gibson. Because we are a self-insured health plan and costs can greatly vary, it may be beneficial to separate the expense and pay them from the self-insurance fund.

The September meeting will include a public hearing on the budget. The budget adoption will take place in October. Board members should send questions to Jamie and Mary Beth before the September meeting so any concerns can be addressed then.

#### Procurement Card program - Resolution

Jamie Arce, Director of Finance/Treasurer, presented the Procurement Card program – Resolution. Our current American Express Card program does not communicate well with our accounting software. By updating to an account through Blackbaud, staff efficiency on processing expenses should be improved. Yuliana Rivera Arce moved

THAT the Procurement Card program - Resolution be adopted

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

Motion: carried (7-0)

### Questions and Information from Board, Staff, and Guests

Mary Beth Schlabach, Interim Executive Director, updated the board on her daughter's recovery. She is thankful for the time given to address the medical needs and believes that in September she can resume normal duties.

Mary Beth also reported that the incoming Executive Director is still on schedule for the October start date.

Cynthia Dunlop, Member, stated she was impressed with the programing that is being highlighted in the monthly board reports.

**ADJOURNMENT**

Jeri Stahr moved

THAT the meeting be adjourned.

Dan Holtz seconded. James W. Rieckhoff, President, adjourned the regular meeting of the Board of Trustees of the Elkhart Public Library at 6:40 p.m.

The next regularly scheduled meeting of the Board of Trustees will be September 16, 2025 at 5:30 p.m. at the Downtown Location, 300 S. Second Street, Elkhart, IN.

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Laura Steffen, Secretary