

ROLL CALL & INTRODUCTION OF GUESTS

Members present: Cynthia Dunlop, Janet Gruwell, Dan Holtz, James W. Rieckhoff, and Jeri Stahr. Yuliana Rivera Arce and Laura Steffen did not attend.

Others present: Jamie Arce, Director of Finance/Treasurer; Kristen Edson, Executive Director; Kevin J. Kilmer, Director of Branch and Technical Services; and Allison McLean, Interim Director of Public Services.

Staff present: Sue Eller, Dunlap Branch Manager; 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 Violeta Stroth-Campos; Executive Assistant.

Staff present via Zoom: Deb Bloom, Circulation Department Head; John Dawson, Senior Building Operations Manager; and Elizabeth Layman, Technical Services Librarian.

Guests present: Libby Eisele, President of Friends of EPL.

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. Dan Holtz moved

THAT the Consent Agenda be adopted.

Janet Gruwell seconded. Motion: carried (5-0)

PRESIDENT'S BUSINESS

James W. Rieckhoff, President, had no business to discuss.

DIRECTOR'S REPORT

Kristen Edson, Executive Director, presented her Director's Report. Cynthia Dunlop clarified that she would not be able to attend the board development training. The updated job descriptions have been received from NFP Compensation Consultants and will be discussed with Human Resources and the Administrative Team. Surveys for the Master Planning are coming up, and the results will help guide the direction of the plan.

Jarret Mitchell, Pierre Moran Branch Manager, gave a presentation on the programming changes that have taken place at that location since reopening in 2023. The most successful programs are geared towards all age/family programs, rather than one specific age group. The PMB still offers age specific programs; they have just noticed a higher success rate with all age inclusive programs. They also hold large scale programs for the community on a quarterly basis but are unfortunately limited due to space and other resources.

Libby Eisele, President of Friends of EPL gave her background as an MLS librarian and her interest in supporting libraries and literacy. She included a slideshow to demonstrate the space used by Friends and described the process of preparing items for monthly sales their group holds. Items are also sold through other resale vendors and given to locations throughout the community. The Friends of EPL uses funds raised to support different library programs.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Volunteers Policy

Kristen Edson, Executive Director, presented updates to the Volunteers Policy. The updates were to clarify that volunteers do not perform work done by library employees and will not replace library staff. Jeri Stahr moved

THAT the Volunteers Policy be adopted as presented

Cynthia Dunlop seconded. Motion: carried (5-0)

Election of Board officers

James W. Rieckhoff, President, announced that Jeri Stahr will not be seeking reappointment next year and he has plans to resign as well in June 2027. He reached out to other members to see who would be interested in filling officer positions. He presented a slate of officers made up of:

James W. Rieckhoff, President
Dan Holtz, Vice President
Laura Steffen, Secretary
Jamie Arce, Treasurer

Janet Gruwell moved

THAT the slate of officers be elected as presented.

Jeri Stahr seconded. Motion: carried (5-0)

Treasurer's Bond

Jamie Arce, Director of Finance/Treasurer presented that the current Treasurer's Bond is set to expire

and needs to be renewed. He asked that the board president be authorized to execute the purchase of the Treasurer's Bond.

Dan Holtz moved

THAT James W. Rieckhoff, President be authorized to execute the purchase of the Treasurer's Bond.

Janet Gruwell seconded. Motion: carried (5-0)

Bank Signature Cards

No action is needed.

Questions and Information from Board, Staff, and Guests

Janet Gruwell gave her final words as a board member as her term comes to an end. She expressed thanks to the board and leadership and said she enjoyed her time serving.

As announced, an Executive Session will follow the regular board meeting.

ADJOURNMENT

Jeri Stahr moved

THAT the meeting be adjourned.

Cynthia Dunlop seconded. James W. Rieckhoff, President, adjourned the regular meeting of the Board of Trustees of the Elkhart Public Library at 6:28 p.m.

The next regularly scheduled meeting of the Board of Trustees will be July 21, 2026 at 5:30 p.m. at the Downtown Location, 300 S. Second Street, Elkhart, IN.

Note: These minutes were prepared by Laura Holland, Administrative Clerk, and approved by the board.

Laura Steffen, Secretary