

LaGrange County Public Library Board Meeting  
Thursday, November 16, 2023  
**Community Room, LaGrange County Public Library main branch**  
**203 W. Spring Street**  
**LaGrange, IN 46761**

Board members Present: Jerry White, Rita Lehner, Sam Plew, Martin Franke

Board members absent: Jody Blake, Maranda Randol

Others Present: Richard Kuster, Anna Mendoza

**Sam Plew called the meeting to order at 5:37 pm.**

Sam called for a review of the minutes of the October 2023 meeting. Jerry noted that the heading of the minutes incorrectly identified them as pertaining to the Special Planning Meeting that was held in October, and not to the regular October Board Meeting. Otherwise, the minutes were accepted as submitted, with **Jerry moving acceptance, and Rita seconding the motion. Minutes were approved with no additional changes by unanimous voice vote of the Board with no further discussion.**

**Treasurer's Report:** The Treasurer's Report was presented by Richard Kuster. There were unusually high expenditures last month due to large book orders and the property insurance was paid in one annual installment as well. Richard noted that there is \$500,000 currently in the Operating Account, and the Library anticipates receipts from local property tax assessments in December so we should consider moving more money from Operating into the Rainy Day Fund. Richard further reported that the interest income to the LCPL this year through the Trust Indiana investment has totaled \$41,843.34. The E-books services this year have been utilized beyond expectations, and expenses have amounted to 142% of the budget. Other expenses that have exceeded budget for this year include Tech Licenses, 106%; and Travel, 104%. These budget overruns will have to be adjusted at year's end with other line items that have been underspent. **Rita moved to approve the Treasurer's Report, seconded by Jerry, and approved unanimously by the Board with no further discussion.**

Anna Mendoza presented the Reports and Claims for the month. Checks issued were #29695-29770 plus EBT electronic transfers in the total amount of \$185,920.20. Jerry moved to approve the claims as presented, seconded by Rita. **Motion passed by unanimous voice vote of the Board with no further discussion.**

**Director's Report:**

- Richard reviewed state status of the Budget. Department of Local Government Finance has not responded to our one-month early submission of the budget.
- Richard reviewed the proposed library system holiday schedule. The Library will be closed on Tuesday, December 26, since Christmas eve is on Sunday. Rita moved to approve the holiday schedule, Jerry seconded the motion, which was approved by unanimous voice vote of the Board without further discussion.
- Richard reviewed the staff bonus situation from 2022. Part Time Employees received \$250 each, and Full Time Employees received \$500. This cost the Library system \$10,000 total. **Martin moved to proceed with the same bonus system and rates as 2022 for the current year, and Rita seconded the motion, which passed by unanimous voice vote of the Board without further discussion.**
- Collection Report: the LCPL now has 144,308 items in inventory for circulation. At current rate of collection growth, we may reach 150,000 items by or during 2024.
- Statistical Report: 40,355 items were circulated in October, up from the month of September, and a good circulation report for October.
- Staffing Report: 32 current employees (part and full time), a second CDL driver has been hired for the operation of the bookmobile. A 3<sup>rd</sup> staff member has indicated willingness for training to get a CDL.

- Collection Development Plan: This item was briefly reviewed by Richard. Given that only 4 or 7 board members were present at the meeting, further discussion or board action was tabled till the December meeting to allow for greater participation.
- Indiana Library Federation Conference: Richard attended this event this year. There has been much public scrutiny of books and materials available for circulation through public libraries in Indiana and across the nation. School district libraries have been particularly affected by this trend. Sam commented that under these circumstances, it is important that an accurate inventory of the collection be maintained.
- Richard reported that the LCPL will be joining the ABOS; Association of Bookmobile and Outreach Services.
- The Library system's staff/board Christmas gathering will be held this year at Linder's Restaurant in LaGrange at 5:30 pm on December 15, 2023. RSVP's are requested.

This concluded the Director's Report

Personnel Committee Report: None

Facilities Committee Report: None

Policy Committee Report: None

Correspondence to the Board: None

Old Business: None

New Business: None

**At 6:10 pm, Jerry moved to adjourn the meeting, seconded by Rita, and approved by unanimous voice vote of the Board with no further discussion.**

*Martin A. Franke*

Minutes recorded, typed, and respectfully submitted by Martin A. Franke  
LaGrange County Public Library Board of Directors Secretary

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