

LaGrange County Public Library Board Meeting
Wednesday, February 18, 2026
LaGrange County Public Library
Main Library Community Room
203 W. Spring St., LaGrange, IN 46761

Board members present: Jody Blake, Shannon Chavis, Daniel Hobbs, Rita Lehner, Maranda Randol, Gloria Sherwood.

Board members absent: Sam Plew

Others present: Anna Mendoza, Deb Gulley

Board President Dan Hobbs called the regular meeting of the Library Board to order at 5:07 p.m.

Dan called for a review of the January minutes. **Maranda made a motion to approve the minutes of the January meeting as written. Gloria seconded. Minutes were approved by unanimous voice vote of the board with no further discussion.**

Public Comments: None

Treasurer's Report: Anna reviewed the fund balances report (attached). Anna reported that disbursements were in the normal range of \$130,000 per month. She also noted that Sarah will email the board when she makes the funds transfer to TrustIN. **Jody made a motion to approve the Treasurer's Report. Maranda seconded. Motion approved by unanimous voice vote of the board with no further discussion.**

Reports and Claims: Anna presented reports and claims. Claims included checks 31257 through 31311 written out of the Operating account, and checks 1216-1219 written out of the Gift account, for total disbursements of \$134,935.62. Anna reported that we will have one more payment to KPC Architecture for the final bookshelf installation at Shipshewana. **Maranda made a motion to approve the Reports and Claims as presented. Jody seconded. Motion approved by unanimous voice vote of the board with no further discussion.**

Director's Report:

- The application for the E-rate (TrustTech, Verizon, ENA) contract is up for renewal. AdTech recommends to file for the full allowed amount (\$22,117) as a precaution to cover anything that might need to be replaced. The current plan is to renew the license and hot-spot management, which will total \$8000 (\$3000 paid by the library, \$5000 paid by E-rate). Approval from the board is needed to file for the full amount possible. **Gloria made a motion to file with E-rate for the full allowed amount of \$22,117. Maranda seconded. Motion approved by unanimous voice vote of the board with no further discussion.**
- Havel has reported that the server room cooling unit is out of commission. The quote to replace is \$12,616 for unit and labor. That includes a 5 year warranty on the cooling unit and a 7 year warranty on the compressor. **Jody made a motion to appropriate the funds to replace the unit. Gloria seconded. Motion approved by unanimous voice vote of the board.** Dan questioned upgrading the equipment or adding insulation in the ceiling of the room to improve efficiency. Jody suggested that the Facilities committee should look into that.
- A notice from the Town of Topeka regarding a zoning change was received. A house near the library will be used as an AirBNB and notice is required to all nearby property owners.
- Havel has presented a quote to service the Topeka and Shipshewana library facilities. The quote is \$4,992, with half (\$2,496) due upon signed agreement, and remaining balance due in 90 days. **Maranda made a motion to accept the quote. Jody seconded. Motion approved by unanimous voice vote of the board**

with no further discussion. Jody also requested that future quotes be included in the advance board packet for review prior to board meetings.

- The Carnegie Corporation has endowed a gift to all original Carnegie libraries to celebrate the 250th anniversary of the Declaration of Independence. Our gift of \$10,000 was received and deposited into the gift account. The information regarding this gift will be added to our website. Rita suggested that at least a portion of that gift be used on improvements to the original library building section.
- The staffing and statistics reports were presented.
- Havel has found needed repairs in the main library, including a new coupling for the pump near the boilers, a gas valve on one of the boilers, and the chiller outside has one motor that needs replaced and 2 that need new bearings. They will provide quotes for all three projects.
- Anna reported that the Bookmobile is down for repairs this week. It lost power completely last week while on the road. It is currently being serviced with an anticipated cost of \$500 to \$1000 to replace one of the filters, if necessary.

Personnel Committee Report: (Dan, Jody, Sam) Nothing to report.

Facilities Committee Report: (Rita, Maranda, Shannon) Nothing to report. Dan suggested that the committee meet to inspect the original library building section for specific needs.

Policy & Procedures Committee Report: (Jody, Gloria, Dan) Nothing to report.

Correspondence to the Board: None.

Old Business: Jody brought up things that have been discussed at past meetings but never acted upon:

- Book machines at other schools in the county. It was noted that written requests should be received from the PTOs.
- Topeka branch repairs that were deemed important but never completed.

Anna reported that the Rainy Day funds received were \$100,000 less than expected due to a clerical error in filing. We still received \$180,000, so account is in good shape.

New Business:

It was noted that the March meeting will be held at the Topeka Branch, not in LaGrange as written on the bottom of the agenda. Jody stated that a motion was needed to change the agenda. **Maranda made a motion to amend the agenda to read that the March meeting will be held in Topeka. Jody seconded. Motion approved by unanimous voice vote of the board with no further discussion.**

At 6:08 p.m. Jody made a motion to adjourn the meeting. Rita seconded. Motion approved by unanimous voice vote of the board with no further discussion.

The next meeting of the board will be held Wednesday, March 18, 2026 at 5:00 p.m. at the Topeka Branch Library.

Minutes written and submitted by Debra Gulley, Recording Secretary

Jody Blake: _____ Maranda Randol: _____

Shannon Chavis: _____ Sam Plew: _____

Dan Hobbs: _____ Gloria Sherwood: _____

Rita Lehner: _____