

LaGrange County Public Library Board Meeting
Wednesday, May 20, 2026
LaGrange County Public Library
Main Library Community Room
203 W. Spring St, LaGrange, IN 46761

Board members present: Shannon Chavis, Daniel Hobbs, Rita Lehner, Sam Plew, Gloria Sherwood.

Board members absent: Jody Blake, Maranda Randol

Others present: Anna Mendoza, Deb Gulley

In the absence of Board President Dan Hobbs, Board Vice-President Sam Plew called the regular meeting of the Library Board to order at 5:05 p.m.

Sam called for a review of the April minutes. **Rita made a motion to approve the minutes of the April 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: March and April reports were presented. Anna noted that \$200,000 has been transferred from TrustIN to the operating account. That amount will be moved back after the state distribution is received in June. No other major or unusual items in the report. **Rita made a motion to approve the treasurer's report as presented. Gloria seconded. Treasurer's report was approved by unanimous voice vote of the board with no further discussion.**

Reports and Claims: Anna presented reports and claims. Claims included checks 31430 through 31518 written out of the Operating account, checks 1226-1231 written out of the Gift account, and check 1066 written out of the Grant account for total disbursements of \$182,675.32 in April. Rita questioned the payment of property tax. Anna explained that the library is not exempt from property tax as many assume, but the amount is minimal. **Rita made a motion to approve the Reports and Claims as presented. Gloria seconded. Motion approved by unanimous voice vote of the board with no further discussion.**

Director's Report:

- Anna reported that an annual grant from the LaGrange County Community Foundation in the amount of \$2,736.00 has been received. Part of the grant is designated by the LCCF for programs, the rest for general use. The grant has been deposited into the Grant account.
- Long Electric will be submitting a quote for upgrading all lighting at Topeka branch. It should be available by the June meeting.
- A security system company from Ft. Wayne has visited all three library locations to evaluate needs. They have quotes to replace cameras with more reliable and higher resolution hardware. Not as many cameras would be needed because of increased coverage area of each camera. The company representatives would like to meet with the board next week to demonstrate and explain their proposal, remotely if necessary. The current quotes submitted were: Main Library - \$7179.00 or \$268 monthly for 60 months; Topeka - \$3900.00 or \$108 monthly for 60 months; Shipshewana - \$4500.00 or \$137 monthly for 60 months. After board discussion, it was decided that next week would be difficult for board members and it would be preferable to wait until after June 1 to meet with the company. Anna will contact the company regarding a date.
- Anna reported that two companies will be submitting quotes for the parking lot upgrade. One of the companies has done work before at the library, and one company is new.
- The statistical report was presented and reviewed.

- The Open House at the Shipshewana branch has been scheduled for Saturday, July 25, from 9:00 a.m. to 1:00 p.m. The Friends of the Library are willing to help plan and provide refreshments and giveaways. This date will coincide with the end of the Summer Reading Program which can tie-in with the open house. The F.O.L. also noted they would be willing to purchase some chairs for Shipshewana, if needed.
- Anna noted that there is an issue with the library computers. They are currently running Windows 10, which is outdated and can no longer be supported. Some of the current computers can be upgraded to Windows 11 and some cannot, as they are obsolete. Inventories are currently being done to determine what computers are used the most and how many cannot be updated. The initial quote for upgrading all computers was \$45,000.00. Anna will be working to get that figure down to only what is necessary.

(At this time Board President Dann Hobbs arrived, and Sam turned the meeting over to him.)

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

Facilities Committee Report: (Rita, Maranda, Shannon) Rita reported that she has contacted another glass company, Salter Glass from Middlebury. She is sending photos and measurements, and they will provide quotes for window replacement in the Genealogy area.

Policy & Procedures Committee Report: (Jody, Gloria, Dan) Dan noted that changes and edits have been completed on a hard copy of the by-laws, but the committee would like the document in Word format so that changes can be made and highlighted for review. Anna has that file and will send it to Dan, and the revised by-laws can be presented next month.

Correspondence to the Board:

Dan read a letter to the board from the Topeka Elementary School PTO requesting a book vending machine from the library. Discussion was held. Sam agreed to present costs of machines at the next board meeting, and to contact the Topeka Elem. PTO president regarding the process.

Old Business: None

New Business: None

At 6:06 p.m. Sam 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, June 17 at 5:00 p.m. at the LaGrange County Public Library – Shipshewana Branch located at 250 Depot St, Shipshewana, IN.

Minutes written and submitted by Debra Gulley, Recording Secretary

Jody Blake: _____ Maranda Randol: _____

Shannon Chavis: _____ Sam Plew: _____

Dan Hobbs: _____ Gloria Sherwood: _____

Rita Lehner: _____