

LaGrange County Public Library Board Meeting
Wednesday, June 17, 2026
**Shipshewana Branch of the LaGrange County Public Library,
Community Room
250 Depot St., Shipshewana, IN 46565**

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

Board members absent: Jody Blake

Others present: Anna Mendoza, Deb Gulley

Board President Dan Hobbs called the regular meeting of the Library Board to order at 5:01 p.m.

Dan called for a review of the May minutes. **Rita made a motion to approve the minutes of the May 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: Treasurer's Report was distributed. Sarah is still occupied with tax season and was unable to attend tonight's meeting. By the July Board meeting, she should be present with 2027 budget numbers to review. Anna noted that there was nothing unusual about the current report. Gloria questioned why the Debt Services numbers had not changed. Anna explained that bond payments are made every 6 months and next month's report will reflect a payment to be made in June. **Rita made a motion to approve the Treasurer's Report as presented. Maranda seconded. 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 31519 through 31573 written out of the Operating account, and checks 1232-1234 written out of the Gift account, for total disbursements of \$133,245.33. **Maranda made a motion to approve the Reports and Claims as presented. Rita seconded. Motion approved by unanimous voice vote of the board with no further discussion.**

Director's Report:

- Anna reported that she received a quote for \$3560.00 for LaGrange parking lot repairs (attached). Work was scheduled upon her approval, being under the \$5000.00 limit.
- A second quote is being prepared for a security system that includes sound.
The 2027 budget work is underway. Anna has been attending webinars and reports that many changes are coming. She will be attending an in-person budget workshop on July 17th.
- There is a mandatory new director's workshop on July 13. Attendance at this workshop is required by the ISL.
- The statistical report was presented and discussed.
- It was reported that transfer of \$200,000.00 from Rainy Day Fund to General cannot be completed as planned. It must have a resolution of the board and must be a specific percentage of the fund. The amount is now \$175,000.00 and the resolution was presented and approved.
- A bulletin has been received (attached) from the Indiana State Library regarding donated funds and fundraising receipts. Designated donations do not have to be reported. However, undesignated donations must be budgeted for the Gift and Grant funds. The Gift account will have to be split into Restricted and Unrestricted divisions. Board must approve the expenditure of every penny of unrestricted donations. The documents and resolutions will be available in July as work continues on the mechanics and procedures for the added paperwork and reporting.

- It is reported that budgets are being cut for 2027. Usually, a 4% increase is automatically approved. Without binding review from the county council, However, this year it will have to be less than half of the approved percentage. If the increase is kept at half of the percentage minus \$1.00 it does not have to go to the council for approval.
- The quote for the automatic door opener for the Shipshewana Branch has come in at \$4185.00. Rita made a motion to approve and schedule the installation. Sam seconded. **Motion approved by unanimous voice vote of the board with no further discussion.**
- According to the ISL, the director's timecard now must be approved by the board for payroll payment. Anna will ask for clarification regarding requirements.

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

Facilities Committee Report: (Rita, Maranda, Shannon) Rita reported that she is working with Stalter Glass in Middlebury regarding replacement of glass in Genealogy Department. They believe that they have architectural glass to use, pending completion of measurements.

Policy & Procedures Committee Report: (Jody, Gloria, Dan) Dan presented the by-laws and a page of suggested edits. Board members should review the changes and bring back any comments or suggestions to the July meeting for discussion and approval.

Correspondence to the Board: None

Old Business: None

New Business: None

At 5:54 p.m. Rita made a motion to adjourn the meeting. Sam seconded. Motion approved by unanimous voice vote of the board with no further discussion.

The next meeting of the board will be held Wednesday, July 15 at 5:00 p.m. at the Community Room of the LaGrange County Public Library – Topeka Branch located at 133 N. Main St., Topeka, IN 46571

Minutes written and submitted by Debra Gulley, Recording Secretary

Jody Blake: _____ Maranda Randol: _____

Shannon Chavis: _____ Sam Plew: _____

Dan Hobbs: _____ Gloria Sherwood: _____

Rita Lehner: _____