LaGrange County Public Library Board Meeting
Wednesday, August 19, 2026
LaGrange County Public Library
Community Room
203 W Spring St, LaGrange, IN 46761

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

Board members absent: Gloria Sherwood

Others present: Anna Mendoza, Deb Gulley, Rachel Shuttle

The 2027 Budget Public Hearing was called to order by board president Dan Hobbs at 5:09 p.m.
Anna reported that the total requested budget amount of $2,458,303.00 has been entered into Gateway, as was the public notice of this hearing, as well as the September 19 adoption meeting. The public has open access to all budget information and hearing details through the Gateway portal. Anna noted that line-item amounts have been adjusted according to current year use, as well as the addition of the Gift and Grant account line items being added. Having no members of the public in attendance to discuss the budget, **Rita made a motion to adjourn the budget hearing. Jody seconded. Motion was approved by unanimous voice vote of the board with no further discussion.**

Board President Dan Hobbs called the regular meeting of the Library Board to order at 5:23 p.m.

Dan called for a review of the July minutes. It was requested that the questioning of the 250% over budget on the Janitorial year-to-date line-item and the review by Sarah of incorrect line-item coding that was brought up in July be added to the July minutes. Minutes will therefore be rewritten and presented at the September meeting for approval.

Public Comments: Architect Rachel Shuttle presented three options for improvements at the Topeka Branch Library. Maranda suggested that Option 1 has no additional construction, only remodeling to better utilize existing space, as well as the lowest cost. Discussion followed, including the cost of another building project and the lack of progress on formerly recognized needed repairs at LaGrange. The subject of affordability of another major project will be brought up to Sarah during the treasurer's report conference call. Rachel suggested that the board do a feasibility study prioritizing projects necessary at LaGrange.
A discussion was held regarding acquiring proposals from other architectural firms.
Anna noted that the board could encumber funds over from 2026 to 2027 for the Topeka project. The existing bonds will be paid off in 2028, which would lower our levy. Another larger project would allow us to request another bond.

Treasurer's Report: Treasurer's Report was distributed. Sarah joined the meeting by phone. Sarah noted that spending is under budget year-to-date. Asked about incorrect coding of line items, Sarah noted that she had not yet been able to meet with Anna to review the coding, but that the fact that the library is under budget makes coding mistakes less worrisome. Sarah was asked about a former statement against "another big construction project" and she noted that we are in good shape to proceed with Topeka improvements. Sam **made a motion to approve the Treasurer's Report as presented. Rita 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 31628 through 31687 written out of the Operating account, checks 1239-1240 written out of the Gift account, and checks 1069-1070 written from the Grant account for total disbursements of $125,181.17. Receipts to the Gift Fund ($565.00) and the Grant Fund ($75.00) were received in July. Sam made a motion to accept those funds. Rita seconded. **Motion approved by unanimous voice vote of the board with no further discussion.**
Rita made a motion to approve the Reports and Claims as presented. Maranda seconded. Motion approved by unanimous voice vote of the board with no further discussion.

Director's Report:

- Anna reported that the in-person meeting of new directors that she attended in Indianapolis was very beneficial. She noted that she has a great advantage over many new directors due to her years of experience as assistant director. She accumulated many contacts and received many good ideas, including regarding the employee job descriptions and review documents she is currently working on. Other libraries were impressed with the outreach and services offered by LCPL. Anna presented a request for mileage and meals reimbursement.
- A quote to pressure-wash the three library buildings has been received. Three vendors were contacted and only one responded. Anna approved the quotes for Shipshewana at $1,550, and for Topeka at $2,100. The quote for LaGrange is $8,175 and required board approval. Concern was expressed about possible damage to windows. Anna will speak with vendor regarding concerns. **Sam made a motion to accept the bid and approve the cost of power washing the LaGrange Library for $8,175. Maranda seconded. Motion approved by unanimous voice vote of the board with no further discussion.**
- Anna has a proposal to drywall the rest of the Shipshewana Branch. She is meeting with Brian Holloway from Schrock Commercial to go over which areas need to be included. A quote will be presented at the September meeting.
- A resolution to join the Indiana State Library Consortium for Public Library Internet Access for Funding Year July 1, 2027 through Hune 30, 2028 was presented to the board for signatures.
- The Bibliotheca contract for October 2026 through September 2027 is up for renewal. This includes the tag reading system and the self-check kiosks. Cost is $9,512.82 and is already included in the budget. **Sam made a motion to approve the renewal of the contract. Maranda seconded. Motion approved by unanimous voice vote of the board with no further discussion.**
- A full staff meeting is scheduled for Friday, August 28 from 9:00 a.m. to 1:00 p.m. All buildings will open at 1:30 p.m. that day.
- The statistical report was presented. Dan asked for a breakdown of check-out items by genre. Anna has the ability to print that out and will have at the next meeting.

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

Facilities Committee Report: (Rita, Shannon, Dan) Rita reported that she has found an individual who will install the new glass in the original library section, but still needs to acquire the glass. She contacted the firm demolishing the old Bir Hotel, but has not heard back. Maranda supplied Rita with the phone number of a possible supplier. Jody has another individual that she will contact.

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

Correspondence to the Board: None

Old Business: Shannon reported that the Open House at the Shipshewana Branch went very well. The Friends of the Library coordinated and hosted the Open House. Shannon will send the F.O.L. and thank you for a job well done.

New Business: Jody questioned the dates listing the end of term for board members. Anna noted that they are correct. Jody also questioned the responsibilities of the Facilities Committee of the Board, wanting clarification if they should be involved on any future building plans. No action was taken.

At 7:10 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, September 16 at 5:00 p.m. at the Community Room of the LaGrange County Public Library located at 203 W. Spring St, LaGrange IN

Minutes written and submitted by Debra Gulley, Recording Secretary

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Jody Blake: _____ Maranda Randol: _____

Shannon Chavis: _____ Sam Plew: _____

Dan Hobbs: _____ Gloria Sherwood: _____

Rita Lehner: _____