Elkhart Public Library

Board of Trustees

Wednesday, November 15th, 2023

Meeting called to order by President Phil Shelton at 6:34p.m. Absent Sue Roush and Jeanine Kolb.

No public comment.

Swearing in of new board member Elise Gleason.

Minutes review, motion to approve by Sarah McCutcheon. Seconded by Mark Mahon. All ayes.

Treasures report, motion to approve by Sarah McCutcheon. Seconded by Elise Gleason.

Librarian’s report, stated that attendance numbers are up. Sarah Wilson has done a great job on planning December activities and advertising in ECHO and billboard. Motion to accept report by Mark Mahon, seconded by Sarah McCutcheon. All ayes.

Old/New Business

Policy Review to continue post holidays. Per capita grant coming end of January. Brief discussion held on policy review and grant explained to new board members.

A. CD resolutions are both due in December. Plan proposed per President is to transfer funds for roof as well as leaving approximately 2,000 for emergency funds accessible if needed. Motion to transfer $17,000 in funds from CD 1 and 2 on December 20, 2023 made by Mark Mahon, seconded by Elise Gleason. All ayes.

B. TIF reimbursement-President Shelton has followed up with TIF attorney. There is possible reimbursement fee and the agreement proposed plan is 30% of roof cost to be reimbursed in 3 payments over the next 3 years pending board approval. Motion made for the approval of agreement with the village of Elkhart for the partial reimbursement for the roof replacement project made by Sarah McCutcheon with Elise Gleason as the second. All members vote Ayes.

C. Annual financial comptrollers report approved and signed by Treasurer Mark Mahon and President Phil Shelton. Motion to approve the report made by Sarah McCutcheon and second by Elise Gleason. All Ayes.

D. Library employee evaluations will begin in January 2024.

E. Holidays closures-none-next meeting December 13, 2023.

F. Levy to be sent in tomorrow.

7:09p.m. -Motion to adjourn made by Mark Mahon, second by Sarah McCutcheon.