

**Whiting Public Library  
Regular Board Meeting  
January 14, 2025**

**Board Members Present:**

Walter Wachel, President  
Ashley Sudar, Vice President  
Mary Lu Cowley, Secretary  
Amy Holmes, Treasurer  
Daniel Catlin, Board Member  
Scot Kokandy, Board Member  
Estela Waszak, Board Member

**Board Members Absent:**

**Guests:**

**Others:**

Montserrat Inglada, Director  
Mary Kershner, Assistant Director  
Laura Lopez, Recording Secretary

**Public:**

A notice of the Regular Board Meeting was faxed to the Times on January 2, 2025. The notice was also posted at the Oliver Street and Ohio Avenue entrances on January 9, 2025.

Mr. Wachel, President, called the meeting to order at 6:00 p.m.

**Approval of the Minutes of the Regular Board Meeting – December 10, 2024**

Mrs. Cowley moved:

**THAT the minutes of the December 10, 2024, Regular Board Meeting be approved as submitted.**

**SECONDED by: Mr. Kokandy**

**ACTION: Carried Unanimously**

**Approval of the Minutes of the Executive Board Meeting – December 10, 2024**

Mrs. Cowley moved:

**THAT the minutes of the December 10, 2024, Executive Board Meeting be approved as submitted.**

**SECONDED by: Ms. Sudar**

**ACTION: Carried Unanimously**

**Report from Board President**

**Director's Report**

√ Upon review, all expenditures were approved for December 16 - December 31, 2024.

√ Upon review, all expenditures were approved for January 1 - January 15, 2025.

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√ PremiStar replaced the heating unit, which covers most of the Adult Department floor. Problems with the Children's Activity Room unit were resolved on January 14, 2025. PremiStar replaced the main circuit board.

√ The Whiting Fire Department was kind enough to come help Mike fix our flagpole. Mike is looking into companies that can replace the pulley system.

√ The ILF Youth Services Conference will be held in Bloomington, IN on March 9 & 10, 2025.

**Mrs. Cowley moved:**

**THAT at the Director's request, two staff members be approved to attend the ILF Youth Services Conference, March 8-10, 2025, requiring a two night hotel stay and meals.**

**SECONDED by: Mrs. Holmes**

**ACTION: Carried Unanimously**

√ A Staff In-Service Day is scheduled for February 18th which will include a staff meeting, a human trafficking awareness session, and team-building activities.

**Ms. Sudar moved:**

**THAT at the Director's request, the library close on Tuesday, February 18, 2025 for a Staff In-Service day.**

**SECONDED by: Mrs. Cowley**

**ACTION: Carried Unanimously**

√ Please let Laura or Mary know by 1/30 if any board member is interested in attending the W/R Chamber's Installation Dinner.

√ The American Red Cross will hold a blood drive in the meeting room on 2/8/2025.

√ The Indiana State Library will design and begin to host our website free of charge. Our website may be down during the transition.

√ There were several bills introduced that are of major concern, particularly SB283, which proposes to eliminate public libraries' status as municipal corporations and shift their governance, financial, and operational responsibilities to county governments.

### **Building Renovation Update**

The Director will reach out to Studio GC to discuss a possible timeline on the renovation. An additional appropriation will need to be approved before the bidding process.

### **Election of the Board of Finance, FY 2025**

The Board of Finance consists of a President and Secretary, and said officers must be elected every January during the Regular Library Board Meeting open to the public.

**Mrs. Cowley moved:**

**THAT Mr. Wachel be elected as President of the Board of Finance.**

**SECONDED by: Mr. Kokandy**

**ACTION: Carried Unanimously**

**Ms. Sudar moved:**

**THAT Mrs. Cowley be elected as Secretary of the Board of Finance.**

**SECONDED by: Mrs. Holmes**

**ACTION: Carried Unanimously**

### **Mileage rate, 2025**

**Mrs. Holmes moved:**

**THAT the Board approve the IRS mileage rate of 70¢ per mile for reimbursement purposes.**

**SECONDED by: Mrs. Cowley**

**ACTION: Carried Unanimously**

**Directors & Officers, Employment Policy Renewal**

Mrs. Cowley moved:

THAT the Board approve the Directors & Officers, Employment Policy renewal at an annual cost of \$1,146.00.

SECONDED by: Mrs. Holmes

ACTION: Carried Unanimously

**Maintenance renewal, Omni Office Equipment**

Mr. Kokandy moved:

THAT the maintenance agreement with Omni Office on the Kyocera CS3212i and the Copystar CS-2254ci be approved for one year at a cost of \$3,850.00

SECONDED by: Ms. Sudar

ACTION: Carried Unanimously

**Pay Dates & Direct Deposit, Policy**

Mrs. Cowley moved:

THAT the Pay Dates & Direct Deposit policy be approved as submitted.

SECONDED by: Mr. Kokandy

ACTION: Carried Unanimously

**Tuition Reimbursement, Policy**

The Board reviewed the Tuition Reimbursement Policy.

**Public Comments**

None


**Adjournment**


Mr. Kokandy moved:

THAT the meeting be adjourned.

SECONDED by: Mrs. Cowley

ACTION: Meeting Adjourned 6:30 p.m.

  
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Walter Wachel, President


  
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Daniel Catlin, Board Member

  
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Ashley Sudar, Vice-President

  
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Scot Kokandy, Board Member

  
\_\_\_\_\_  
Mary Lu Cowley, Secretary

  
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Estela Waszak, Board Member

  
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Amy Holmes, Treasurer

Respectfully submitted,  
Laura Lopez

Reviewed by: Mary Lu Cowley, Board Secretary