

**Whiting Public Library
Regular Board Meeting
February 11, 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 February 6, 2025. The notice was also posted at the Oliver Street and Ohio Avenue entrances on February 6, 2025.

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

Approval of the Minutes of the Regular Board Meeting – January 14, 2025

Mrs. Holmes moved:

THAT the minutes of the January 14, 2025 Regular Board Meeting be approved as submitted.

SECONDED by: Mrs. Cowley

ACTION: Carried Unanimously

Report from Board President

Mr. Wachel congratulated Mary Kershner, Assistant Director, on her upcoming retirement. The Board expressed gratitude for her dedicated 46 years of service.

Director's Report

√ Upon review, all expenditures were approved for January 16, 2025 - February 15, 2025.

√ The Indiana Library Federation (ILF) and its supporters successfully mobilized to halt the progression of SB283. Through direct engagement with the Senator who introduced the bill, it was communicated that the legislation will likely be reintroduced in the next session. We will continue to monitor this development and advocate as needed.

√ Another bill we are tracking is SB9, which would impose a freeze on our tax levy.

√After careful evaluation, we have decided to discontinue the use of the AVC time clock software. The platform did not meet our operational requirements as anticipated.

√The development of the new library website is currently underway. We anticipate that the site will be fully operational by the end of the month, providing an improved user experience and enhanced accessibility for our patrons.

√As part of our ongoing efforts to maintain an accurate and up-to-date collection, we are due to conduct a comprehensive physical inventory. Closing the library from March 25-27 would facilitate this process. The closure will allow sufficient time to complete the scanning of materials in both the upstairs and downstairs areas of the library. This timeframe aligns with the School City of Whiting's Spring break, minimizing disruption to our patrons.

Mrs. Cowley moved:

THAT the library close from March 25 thru March 27 for staff to conduct a physical inventory of the library's collection.

SECONDED by: Mrs. Holmes

ACTION: Carried Unanimously

Building Renovation Update

Mr. Kokandy moved:

THAT the Board approve an additional appropriation in the Rainy Day Fund, Category 4, Capital Outlays in the amount of \$1,800,000.000 (One Million, Eight Hundred Thousand Dollars) for the renovation.

SECONDED by: Mrs. Holmes

ACTION: Carried Unanimously

Resolution to Establish Non-Resident Fee

The 2025 Non-Resident Fee is based on the 2024 per capita operating cost.

Ms. Sudar moved:

THAT the Board approve the new non-resident fee in the amount of \$259.78 per individual, effective February 11, 2025.

SECONDED by: Mrs. Cowley

ACTION: Carried Unanimously

Contract for Educational Program, City of Whiting

Mrs. Cowley moved:

THAT the library approve the contract for Educational Program with the City of Whiting, in the amount of \$5,000.00.

SECONDED by: Mr. Kokandy

ACTION: Carried Unanimously

Time Clock Policy & Time Cards Policy

Ms. Sudar moved:

THAT the Time Clock policy be rescinded and the Time Cards policy be reinstated as submitted.

SECONDED by: Mrs. Cowley

ACTION: Carried Unanimously

Insurance Policy

Mr. Kokandy moved:

THAT the Employee Insurance Policy be approved as submitted.

SECONDED by: Ms. Sudar

ACTION: Carried Unanimously

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Health Reimbursement Account Policy

Mr. Kokandy moved:

THAT the Health Reimbursement Account Policy be approved as submitted.

SECONDED by: Mrs. Cowley

ACTION: Carried Unanimously

Public Comments

None

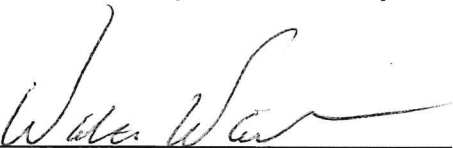
Adjournment

Ms. Sudar moved:

THAT the meeting be adjourned.

SECONDED by: Mr. Kokandy

ACTION: Meeting Adjourned 6:53 p.m.



Walter Wachel, President



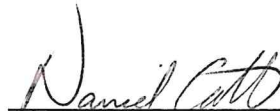
Ashley Sudar, Vice-President



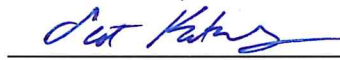
Mary Lu Cowley, Secretary



Amy Holmes, Treasurer



Daniel Catlin, Board Member



Scot Kokandy, Board Member



Estela Waszak, Board Member

Respectfully submitted,
Laura Lopez

Reviewed by: Mary Lu Cowley, Board Secretary