

**ST. JOSEPH COUNTY PUBLIC LIBRARY
LIBRARY BOARD MEETING MINUTES
MONDAY, APRIL 24, 2023**

CALL TO ORDER

The meeting was called to order at 4:34 p.m. by Dr. Marvin Curtis, Library Board President.

PRESENT

Marvin Curtis - President
Ruth Warren - Vice President
Alan Feldbaum - Secretary
Nicole Garcia - Member
Christine Pochert Ringle - Member

PRESENT VIA ZOOM - AS A VOTING MEMBER

Terry Rensberger - Member

ABSENT

Ann Rosen - Member

ALSO IN ATTENDANCE

Stephanie Murphy - Executive Director
Onjanette Dancler - Chief Financial Officer
Jennifer Henecke - Chief Engagement Officer
Lisa O'Brien - Director of Development
Kara Yeomans - Director of Human Resources
James Masters - Legal Counsel
Cory McGann - Bradley Company Representative

CONSENT AGENDA

- a. Approval of the Library Board minutes of the meeting held on March 27, 2023
- b. Declare Excess Withdrawn Library Materials & Computers donated to the Friends of the Library
- c. Personnel Changes
- d. Bill List
- e. Gifts

Ms. Pochert Ringle moved and Dr. Garcia seconded to approve the Consent Agenda. Dr. Curtis polled the Board for the vote: Ms. Pochert Ringle - Aye; Dr. Garcia - Aye; Mr. Feldbaum - Aye; Dr. Warren - Aye; Mr. Rensberger - Aye; Dr. Curtis - Aye. The motion carried.

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DIRECTOR'S REPORT

Ms. Murphy briefly went over the Director's Report.

Per the Strategic Plan, Ms. Murphy discussed the Request for Proposal. The Facilities Master Plan will include nine branches of the library. Main will not be included due to the latest construction. It has been submitted to legal counsel for review with a goal of submitting to a number of firms by May 1, 2023.

The Indiana Library Foundation Regional Conference was hosted at Main. There were about 200 people in attendance, which included library staff from around the northern part of Indiana. ILF has received tons of positive feedback from attendees.

Innovation Everywhere initiative has been launched. This creates a framework for any staff member to submit ideas and suggestions. The committee that oversees this will then vet and help support the ideas that are approved.

Ms. Murphy then proceeded to give an update on SB12, and reminded everyone of "An Evening with Mike Curato," author of Flamer, event at 6 p.m. at Main.

Dr. Warren moved and Ms. Pochert Ringle seconded to approve the Director's Report. Dr. Curtis polled the Board for the vote: Ms. Pochert Ringle - Aye; Dr. Garcia - Aye; Mr. Feldbaum - Aye; Dr. Warren - Aye; Mr. Rensberger - Aye; Dr. Curtis - Aye. The motion carried.

PATRON ENGAGEMENT REPORT

Monthly card holder sign ups were down compared to this time last year. Because the meeting was held at the Lasalle branch, Ms. Henecke wanted to focus on them. During March, there were approximately 6,000 people that came through their doors. They also had a very high wifi usage.

Mr. Feldbaum moved and Ms. Pochert Ringle seconded to approve the Patron Engagement Report. Dr. Curtis polled the Board for the vote: Ms. Pochert Ringle - Aye; Dr. Garcia - Aye; Mr. Feldbaum - Aye; Dr. Warren - Aye; Mr. Rensberger - Aye; Dr. Curtis - Aye. The motion carried.

FINANCIAL REPORT

Ms. Dancler proceeded to give the Financial Report. As of March, 2023, the Bank Fund balance was \$25,632,959.55. The Operating Fund was \$6,566,827. Ms. Dancler went on to explain that it was \$15 million lower than past reports due to the Trust Indiana transfer. The Trust Indiana average yield was 4.9136%.

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Mr. Feldbaum moved and Ms. Pochert Ringle seconded to approve the Financial Report. Dr. Curtis polled the Board for the vote: Ms. Pochert Ringle - Aye; Dr. Garcia - Aye; Mr. Feldbaum Aye; Dr. Warren - Aye; Mr. Rensberger - Aye; Dr. Curtis - Aye. The motion carried.

UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

NEW BUSINESS

a. Summer Reading Club Kick Off Hours

SRC will be on Friday, June 2nd, 2023. This event will be the beginning of the SJCPL Summer Reading Program. For the event, the Main Library and Studio 304 will remain open from 5-7pm and the St. Joe Coffee Co. will open from 5-7pm.

Mr. Feldbaum moved and Dr. Garcia seconded to approve the SRC Kick Off Hours. Dr. Curtis polled the Board for the vote: Ms. Pochert Ringle - Aye; Dr. Garcia - Aye; Mr. Feldbaum - Aye; Dr. Warren - Aye; Mr. Rensberger - Aye; Dr. Curtis - Aye. The motion carried.

b. Committee Appointment

Ms. Murphy discussed the need/want for having two board members participate in the interviews and in the selection process for the Facilities Master Plan architects. Mr. Feldbaum and Mr. Rensberger volunteered to be the board members.

OTHER BUSINESS

There was no other business to come before the Board.

HEARING OF VISITORS

There were no visitors present at the Board Meeting who wished to address the Board.

NEWS AND EDUCATION ITEMS

There were no items to report.

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NEXT LIBRARY BOARD MEETING DATES:

- Library Board Meeting, Monday, May 22, 2023, 4:15 p.m. St. Joseph County Public Library Community Learning Center, 2nd floor, Beutter-Kernan Hall, 305 S. Michigan Street, South Bend IN 46601.
- Library Board Meeting, Monday, June 26, 2023, 4:15 p.m. Francis Branch, 52655 N. Ironwood Road, South Bend IN 46635
- Library Board Meeting, Monday, July 24, 2023, 4:15 p.m. Centre Branch, 1150 E. Kern Road, South Bend IN 46614

ADJOURNMENT

With no more business to come before the Board, Dr. Curtis asked for a motion to adjourn the meeting. Mr. Feldbaum moved and Ms. Pochert Ringle seconded to adjourn the Board meeting. Dr. Curtis polled the Board: Ms. Pochert Ringle - Aye; Dr. Garcia - Aye; Mr. Feldbaum - Aye; Dr. Warren - Aye; Mr. Rensberger - Aye; Dr. Curtis - Aye. The motion carried. The Saint Joseph County Public Library Board Meeting adjourned at 5:14 p.m.

Marvin Curtis, President

Ruth Warren, Vice President

Alan Feldbaum, Secretary

Nicole Garcia, Member

Christine Pochert Ringle, Member

Terry Rensberger, Member

Ann Rosen, Member