

**ST. JOSEPH COUNTY PUBLIC LIBRARY
ANNUAL LIBRARY BOARD MEETING MINUTES
MONDAY, February 23, 2026**

CALL TO ORDER

The Library Board meeting was called to order at 4:15 p.m. by Ruth Warren, Library Board President.

PRESENT

Ruth Warren - President
Nicole Garcia – Vice President (Via Zoom)
Alan Feldbaum – Secretary
Hilary Barker – Member
Marvin Curtis – Member
Christine Pochert Ringle – Member
Rhonda Richards – Member

ABSENT

ALSO IN ATTENDANCE

Stephanie Murphy - Executive Director
Onjanette Dancler - Chief Financial Officer
Karen Mann - Chief Resource Officer
Dawn Matthews – Director of Patron Experiences
Rona Plummer – Chief Public Service Officer
Kara Yeomans – Director of Human Resources
Lisa O'Brien - Director of Special Projects
Dave Heidt – Collection Services Senior Manager
Myra Reid – Legal Counsel

CONSENT AGENDA

- a. Approval of the Library Board meeting and Library Board Finance meeting minutes of the meeting held on February 23, 2026
- b. Declare Excess Withdrawn Library Materials & Computers donated to the Friends of the Library
- c. Personnel Changes
- d. Bill List

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

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DIRECTOR'S REPORT

Ms. Stephanie Murphy gave the director's report. Ms. Murphy began her report by sharing that the LaSalle renovation is moving forward and on track to open in the spring. She also shared that Western is moving along as well. Ms. Murphy shared that plumbing pipes have been evaluated by Abonmarche, and will later be discussed in the meeting. She moved on to share the Centre study rooms success of having over 300 bookings since the opening in late 2025. Ms. Murphy then shared about the success of the 24th annual Science Alive program with over 2,600 attendees. She shared that the Venues Arts and Parks recognized the library as their Outstanding Partner of the Month. Ms. Murphy then moved on to share about the Indiana Library Federation's Statehouse Day in which she was able to attend and speak with four legislators about the importance of libraries and independence in budgeting. Ms. Murphy closed her report with a thank you to Lyn Stegemiller for 19 years of service and Bob Freel with 40 years of service; with congratulations on their retirements.

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

PATRON ENGAGEMENT REPORT

Ms. Rona Plummer presented the patron engagement report. Ms. Plummer began her report by sharing pictures of the Culturally Speaking with Brendan Slocumb at Main as well as the Hyggenaut at the Centre branch. Ms. Plummer moved on to share that the gate count at Main was down 15% due to the elevator closure; but was up 10% at German and 5% at Western. She then shared that the total circulation was down 4%, but up 34% in Kanopy usage. Ms. Plummer closed her report by sharing that over 700 meeting room bookings were done in January.

FINANCIAL REPORT

Ms. Onjanette Dancler gave the financial report. Ms. Dancler shared that since it is the beginning of the year there is nothing to report on budget trends. There was a brief discussion that followed about the new bill list system.

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

UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

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NEW BUSINESS

a. Fox Street Lease

Ms. Stephanie Murphy presented on the Fox Street Lease. Ms. Murphy shared that this is the property adjacent to the Tutt branch that was purchased in 2025. Ms. Murphy shared that the lease will be with United Religious Community of St. Joseph County and will be used for refugee resettlement work providing temporary housing during their search for permanent housing.

Mr. Feldbaum moved to approve the Fox Street Lease. Ms. Pochert Ringle seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

b. SJCPL and SJCPL Foundation MOU

Ms. Stephanie Murphy presented the SJCPL and SJCPL Foundation MOU to the board. Ms. Murphy shared that this will formalize the relationship between the library and the foundation. Ms. Murphy shared that the foundation is a separate 501c3 which raises funds for the library. She shared there are two MOUs in the proposal. One will be for the official agreement between the library and the foundation; and one will be for the Western building to be transferred to the foundation. Ms. Murphy shared that the second MOU provides boundaries for the foundation of how they can use or sell the property.

Dr. Curtis moved to approve the SJCPL and SJCPL Foundation MOU. Ms. Pochert Ringle seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

c. Resolution for the Transfer of Property

Resolution of the St. Joseph County Public Library Board of Trustees

to Gift the Former Western Branch Building to St. Joseph County Public Library Foundation Inc.

WHEREAS, the St. Joseph County Public Library (the “Library”) owns commercial property located at

611 South Lombardy Drive, South Bend, Indiana (the “Former Western Branch”);

WHEREAS, the Board of Trustees of the Library (the “Board”) is a disposing agent of the Library as defined by I.C. 36-1-11-2(a);

WHEREAS, the Board has determined it is in the Library’s and the public’s best interest to gift or transfer, rather than sell or lease, the Former Western Branch to the St. Joseph County Public Library Foundation, Inc. (the “Library Foundation”);

WHEREAS, the Library Foundation, Inc. is an Indiana nonprofit organization created to operate exclusively for charitable, literary or educational purposes;

WHEREAS, the Board has authority under I.C. 36-1-11-5.6 to transfer the Former Western Branch to a

nonprofit corporation created for agricultural, educational or recreational purposes for no compensation or for a nominal fee;

WHEREAS, the Board intends to transfer the Former Western Branch to the Library Foundation and the Library Foundation intends to accept ownership of the Former Western Branch, for no compensation;

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WHEREAS, the Board desires to authorize the Board President to execute any documents necessary to transfer full ownership of the Former Western Branch to the Library Foundation.

THEREFORE, BE IT RESOLVED by the Board as follows:

1. Approval of Transfer. The Board approves the transfer of the Former Western Branch from the
the
Library to the Library Foundation for no compensation.
2. Execution of Transfer Documents. The Board authorizes the Board's President, on behalf of
the
Board, to sign the deed and any other documents necessary to transfer the Former Western
Branch to the Library Foundation.
3. Compliance with Laws. The Library will comply with all applicable laws and ordinances
related to the transfer of the Former Western Branch.

This Resolution is approved and adopted by the Board of Trustees of the St. Joseph County Public Library at its regular meeting held on the 23rd day of February, 2026, at which meeting a quorum was present.

Ms. Pochert Ringle moved to approve the Resolution for the Transfer of Property. Ms. Barker seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

Dr. Curtis moved to approve the MOU for the Transfer of Former Western Branch to the Foundation. Ms. Barker seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

d. Circulation Policy Revisions

Ms. Rona Plumer presented the circulation policy revisions. Ms. Plummer shared that these revisions are clarifications for sections 5.1.2 Eligibility Criteria, 5.1.4 Additional Registration Requirements, and 5.2.1 Checkout.

Mr. Feldbaum moved to approve the Circulation Policy Revisions. Ms. Richards seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

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e. Youth Card Fee Waiver

Ms. Lisa O'Brien presented the youth card fee waiver. Ms. O'Brien shared that it was discovered that there were duplicate cards that needed to be merged together. Ms. O'Brien shared that this will be for patrons, who are 18 and under, to help waive fees to allow impacted youth to retain uninterrupted access to library materials.

Ms. Richards moved to approve the Youth Card Fee Waiver. Ms. Pochert Ringle seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

f. Program Policy

Ms. Rona Plummer presented on the program policy. Ms. Plummer shared that this is a yearly review of the policy and contains clarifications with current practices with updated language.

Mr. Feldbaum moved to approve the Program Policy. Dr. Curtis seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

g. Abonmarche Contract

Ms. Stephanie Murphy presented the Abonmarche Contract. Ms. Murphy introduced Hodge Pattel, Steve Staszewski, and Glenn Glidden from Abonmarche who presented on the Main branch plumbing report and contract.

Ms. Pochert Ringle moved to approve the Abonmarche contract not to exceed \$138,985.00. Mr. Feldbaum seconded the nomination. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Abstained; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

OTHER BUSINESS

There was no other business for the Board.

Strategic Plan Updates: Literacy: Non-Fiction Browsability:

Collections Services Manager, Dave Heidt, presented to the board.

HEARING OF VISITORS

There were no visitors to address the Board.

NEXT LIBRARY BOARD MEETING DATES:

- Library Board Meeting, Monday March 23, 2026, 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.

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ADJOURNMENT

There was no further business to come before the Board. Dr. Curtis moved and Ms. Pochert Ringle seconded to adjourn the Library Board meeting. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Curtis – Aye; Mr. Feldbaum – Aye; Dr. Garcia – Aye; Ms. Pochert Ringle – Aye; Ms. Richards – Aye; Dr. Warren – Aye. The motion carried.

The St. Joseph County Public Library Board meeting adjourned at 5:32 p.m.

Ruth Warren, President

Nicole Garcia, Vice President

Alan Feldbaum, Secretary

Hilary Barker, Member

Marvin Curtis, Member

Christine Pochert Ringle, Member

Rhonda Richards, Member