

**ST. JOSEPH COUNTY PUBLIC LIBRARY
ANNUAL LIBRARY BOARD MEETING MINUTES
MONDAY, July 27, 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
Alan Feldbaum – Secretary via Zoom
Hilary Barker – Member via Zoom
Marvin Curtis – Member
Christine Pochert Ringle – Member via Zoom
Rhonda Richards – Member

ABSENT

ALSO IN ATTENDANCE

Stephanie Murphy - Executive Director
Onjanette Dancier - Chief Financial Officer
Karen Mann - Chief Resource Officer
Dawn Matthews – Director of Patron Experience
Rona Plummer – Chief Public Service Officer
Kara Yeomans – Director of Human Resources
Lisa O'Brien - Director of Special Projects
Bridget Morrey – Development Director
Myra Reid – Legal Counsel

CONSENT AGENDA

- a. Approval of the Library Board meeting and Library Board Finance meeting minutes of the meeting held on June 22, 2026
- b. Declare Excess Withdrawn Library Materials & Computers donated to the Friends of the Library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 to approve the Consent Agenda with amendment to the Information Policies vote to reflect Ms. Richards' abstention. Dr. Curtis seconded the motion. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Garcia – Aye; Mr. Feldbaum – 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 there is a current project with a Grammy Award winning artist and sixty libraries, including SJCPL, for a card design. She shared that more information will be coming soon, but it is an exciting project. Ms. Murphy moved on to share that the Western branch is moving along, and that the roof will be started soon. She then shared that there was an HVAC failure at Main and Lakeville due to the heat wave. Ms. Murphy then moved on to share that there have been meetings for the Abonmarche plumbing project. She then shared that there were ten people who were able to attend the ALA conference. Ms. Murphy moved on to speak briefly about the economic impact library study with the Elkhart Public Library. She shared that the finance committee met and that they will have one more meeting in August. She moved on to share that there will be a Library of Things Task Force meeting with other libraries to see what is most used and helpful for patrons. Ms. Murphy closed her report with Ms. Plummer going over the patron engagement report. Ms. Plummer shared that there was a 10% increase in systemwide gate count. She shared that physical circulation remains steady while digital is up 6%, and Kanopy usage is up 30%. Ms. Plummer closed the report by sharing several stories of the teen room space discovery.

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

FINANCIAL REPORT

Ms. Onjanette Dancler gave the financial report. Ms. Dancler went over the working budget process and the actual budget including the circuit breaker. Ms. Dancler shared that the spending is on track with the budget, and is currently at 53.08%.

Dr. Garcia moved to approve the Financial Report. Dr. Curtis seconded the motion. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Garcia – Aye; Mr. Feldbaum – 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. Western Change Order Number Four

Ms. Stephanie Murphy presented the Western Change Order Number Four. Ms. Murphy shared that this is for the total of \$32,788, and remains within budget. Ms. Murphy shared that this change order is for the east and west eave concerns and is a required structural change.

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

b. Western Shelving Package

Ms. Rona Plummer presented the Western Shelving Package. Ms. Plummer shared that this package is not to exceed \$150,000.

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

c. Collection Development Policy

Ms. Karen Mann presented the Collection Development Policy. Ms. Mann shared that these updates are for section six, and will be implemented on August 1, 2026.

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

d. HVAC at Main

Ms. Karen Mann presented the HVAC at Main replacement to the board. Ms. Mann shared that this is for the retroactive approval due to the time frame of three to six months waiting period. Ms. Mann shared that there were three quotes, and Edwards J. White was selected of the three. Ms. Mann shared that the total cost is \$111,338.00.

Dr. Garcia moved to approve the HVAC purchase. Dr. Curtis seconded the motion. Dr. Warren polled the Board for the vote: Ms. Barker – Aye; Dr. Garcia – Aye; Mr. Feldbaum – Aye; 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

Ms. Bridget Morrey presented on the St. Joe County Public Library Foundation.

HEARING OF VISITORS

There were no visitors to address the Board.

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NEXT LIBRARY BOARD MEETING DATES:

- Library Board Meeting, Monday August 24, 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.

ADJOURNMENT

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

The St. Joseph County Public Library Board meeting adjourned at 4:53 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