



CARNEGIE PUBLIC LIBRARY OF STEUBEN COUNTY
BOARD OF TRUSTEES
Minutes of September 9, 2024, Public Hearing and Meeting

President Gay Kirkton called the Public Hearing for the 2025 Budget to order at 4:05 p.m. Board members present were Sue Shollenberger, Jeanine Samuelson, Laurie Gentry, Dave Olson and Travis Heavin. There were no representatives from the media or the public.

Director Dorris presented the 2025 Budget which will be adopted at the October board meeting. There were no members of the public present. Travis Heavin moved and Jeanine Samuelson seconded to close the Public Hearing. The motion passed unanimously.

President Kirkton called the regular September board meeting to order at 4:10 P.M. and asked if the trustees had read the minutes of the August board meeting. Travis Heavin moved and Jeanine Samuelson seconded to approve the minutes. The motion carried.

Appropriation and Financial Reports

Sonya Dorris presented the appropriation and financial reports (copies attached). Following a discussion, Travis Heavin moved and Laurie Gentry seconded to approve the appropriation and financial reports. The motion carried.

Old Business

- a. Director Dorris presented the Meeting Room Policy final update (copy attached) regarding minors using meeting rooms. Laurie Gentry moved and Jeanine Samuelson seconded to approve the update. The motion carried.

New Business

- a. Director Dorris presented the Indiana Trust information (copy attached). Travis Heavin moved and Dave Olson seconded the motion for the library to set up an account in Indiana Trust. The motion carried.

Public Comments

There were no public comments.

Director's Report

Director Dorris presented the Director's Report.

Dave Mann finished parking lot maintenance on the northeast section of the parking lot and is planning to do northwest section in the next couple weeks.

I attended a bookkeeping workshop last month. It was helpful and we talked a lot about coding in our bookkeeping software to make annual reports more efficient.

We've been using LibraryIQ (which is a collection statistics software that Evergreen Indiana provides) to better understand what materials circulate well, or not well, and are using the information to market materials. We bought some inexpensive display shelves to add more face-out shelving.

Just a note that Isabel is a great addition to the children's department. Elizabeth is delighted to have a partner to work with.

Jeanine Samuelson moved and Sue Shollenberger seconded to approve the Director's Report. The motion carried.

Dave Olson moved and Laurie Gentry seconded to adjourn the meeting. The motion carried.