



# Kendallville Public Library

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## KENDALLVILLE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

May 9, 2023 at 6:00pm

Limberlost Branch

Large Meeting Room

### Attending Board Members

Sam Zollman, Board President  
Kara Huelsenbeck, Board Secretary  
Deb Blaine, Board Treasurer  
Dustin Fry, Board Member  
Jeni Ekovich, Board Member  
Beth Friskney, Board Member

### Absent

Anne Tipple, Board Vice President

### Others Attending

Mindy Patterson, Executive Director

- I. Call to Order
  - a. By: Kara Huelsenbeck
    - i. Sam arrived shortly after CtO
  - b. Time: 6:11 pm
- II. Public Forum
  - a. NA
- III. Consideration of Approval of Minutes
  - a. Motion to approve, as corrected, made by: Dustin Fry
  - b. Motion seconded by: Deb Blaine
  - c. Approved by all
- IV. Report of the Librarian
  - a. Katie Woodward, Marketing Manager, returns from Maternity leave
  - b. Kleiman was fantastic! 25 year anniversary
    - i. Library had a wrap-up meeting and have already begun securing/contracting the next year's venue
    - ii. Will be keeping track of hours spent on Kleiman
    - iii. Kleimans encourage expanding the contest into Middle and High school
    - iv. KPL is looking at adopting more of a digital submission process and a digital curation process
- V. Finances & Facilities
  - a. Finance



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- i. April Voucher List
    - 1. Motion to approve made by: Kara Huelsenbeck
    - 2. Motion seconded by: Deb Blaine
    - 3. Approved by all
  - b. Facilities
    - i. Foundation
      - 1. Basically, keep an eye on it over time
      - 2. Two different kinds of joists were used and positioned in such a way that did not allow the building to gradually accommodate settling
    - ii. Roof
      - 1. Not mother nature related
      - 2. Mindy is pushing buttons to pursue a warranty claim with the manufacturer
- VI. Unfinished Business
  - a. SB12 .....SB380.... paired down; the portion that could force felonies onto librarians did not pass nor did the portion forcing librarians to sensor materials
- VII. New Business
  - a. Bond
    - i. KPL's bond payment is December 2025; meaning it drops off in 2026
    - ii. It is a 12-18 month process to secure a bond and issue a building project of any kind
    - iii. Mindy recommends the board moves on it now; if we wait any longer it will be too late....our bond will drop off....tax rates will lower....patrons will get used to the lower rates....and then when we try to get a new bond there will be pushback
    - iv. A presentation with Baker Tilly and Ice Miller will be scheduled
      - 1. Baker Tilly
        - a. This company assists municipalities with building/planning processes and projects
        - b. Mindy and Melissa met with them and propose that the board hire them to help KPL move forward with securing the next bond
      - 2. Ice Miller
        - a. This company acts as a legal bond authority



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- b. Mike Yoder is KPL's attorney but a specialized law firm is needed to secure and file for a bond
- v. Mindy recommends retaining them for the next chapter of KPL's growth
- vi. The Kendallville Public Library Board of Trustees agreed to retain Baker Tilly and Ice Miller for the bond project
  - 1. All in favor with none opposing
- b. Policies
  - i. Weapons & Firearms Policy for Employees
    - 1. Not in favor of employees concealing and carrying
    - 2. Ok with pepper spray but recommend changing it so it encompasses all aerosols
    - 3. Wants library to offer training opportunities
  - ii. Code of Conduct
    - 1. Recommend pulling 'no weapons' from policy; can't police can't say it
  - iii. Active Shooter Policy
    - 1. Ready to go to lawyer for review
- VIII. Miscellaneous
  - a. NA
- IX. Adjournment
  - a. Motion to adjourn made by: Beth Friskney
  - b. Motion seconded by Deb Blaine
  - c. All in favor

The next regular meeting will be held Tuesday, June 13 at the Kendallville Public Library at 6:00pm in Meeting Rooms 1&2.