



Kendallville Public Library

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KENDALLVILLE PUBLIC LIBRARY BOARD OF TRUSTEES Meeting Notice & Agenda

September 10, 2024

Kendallville Public Library

Meeting Room C

	Attending	Not Attending
1. Sam Zollman, President	1. x	1.
2. Anne Tipple, Vice President	2. x	2.
3. Deb Blaine, Treasurer	3.	3.x
4. Kara Huelsenbeck, Member-At-Large	4.x	4.
5. Dustin Fry, Member-At-Large	5.x	5.
6. Jeni Ekovich, Member-At-Large	6.x	6.

- I. Call to Order
 - a. By Sam Zollman at 6:20pm
- II. Public Forum
- III. Consideration of Approval of August 13 Board Minutes, including bond adoption
 - a. Motion to approve made by: Jeni Ekovich
 - b. Seconded by: Anne Tipple
 - c. All approved
- IV. Report of the Librarian
- V. Finances & Facilities
 - a. Finances
 - i. August 2024
 1. Motion to approve made by: Jeni Ekovich
 2. Seconded by: Dustin Fry
 3. All approved



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- ii. September 2024 partial
 - 1. Motion to approve made by: Anne Tipple
 - 2. Seconded by: Jeni Ekovich
 - 3. All approved
 - b. Facilities
 - i. KENDALLVILLE BUILDING
 - 1. The chiller issue was fixed; bad connector
 - a. However, a new problem arose on Saturday, August 24 shutting down the HVAC system for about five hours; sensor had gone bad, tricking the system to believe we had a coolant leak, TCS came out on an emergency call, bypassed the system, and we were back up and running that evening; we did not close the building; we have a part on order and the repair will cost \$1500: temps rose to around 75 degrees in some areas of the building
 - ii. LIMBERLOST BUILDING
 - 1. We failed our water test; we are waiting for an estimate to choose
 - a. To purchase and install treatment equipment
 - b. To rent the equipment and have Culligan treat each month
 - c. May also need a certain kind of filtration system
 - iii. Hail damage
 - 1. Van is now repaired
 - 2. Advise the board to make a Declaration of Emergency to avoid bids
 - 3. Per IC 36-1-12-9, Motion of Declaration of Emergency made by Anne Tipple
 - a. Seconded by Jeni Ekovich
 - b. Approved by all
- VI. Committee Reports
- a. NA
- VII. Unfinished Business
- a. Estimates
 - i. Premier Exteriors – 305 N Main St, Avilla IN 46710
 - 1. Big church by Northside Elementary
 - 2. Can assist in navigating with a sign company



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3. Start in October
 - ii. Northeast Indiana Roofing LLC – 305 E North St, Kendallville IN 46755
 1. Shows items that were missed by insurance companies; use the same software program as insurance
 2. Can assist in navigating with a sign company
 3. Two Jiffy Lubes
 4. Apple Tree Center
 5. Bolt Church down the street
 6. Make the roof on-site
 7. Start in the spring
 - iii. Newbury Square Construction – 455 E Farver St, Suite 6, Shipshewana IN 46565
 1. Roll the roof on-site
 2. Big churches
 - iv. Motion to hire Premier Exteriors made by Jeni Ekovich
 1. Seconded by Anne Tipple
 2. All in favor
- VIII. New Business
- a. 2025 Budget Hearing
 - i. Call the Hearing to Order
 - ii. Introduce the 2025 Budget
 - iii. Open for public comment
 1. none
 - iv. Adjourn the Budget hearing
 1. Motion to approve made by: Jeni Ekovich
 2. Seconded by: Anne Tipple
 3. All approved
 - b. Kleiman Agreement form
 - i. Signed by board president
 - c. Library Board of Trustees Applicant
 - i. Motion to pursue trustee applicant made by: Kara Huelsenbeck
 - ii. Seconded by: Anne Tipple
 - d. Health Insurance



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- i. Dustin Fry made a motion to authorize the Executive Director to review and implement any necessary changes to the major medical policy for library staff and report back to the Board @ next meeting.
 - ii. Seconded by: Anne Tipple
 - e. Resolution to change Rainy Day usage of funds
- IX. Miscellaneous
- X. Adjournment
 - a. Motion to adjourn made by: Kara Huelsenbeck @7:40pm
 - b. Seconded by: Anne Tipple
 - c. All approved

The next regular meeting will be held Tuesday, October 8, 2024, at the Kendallville Public Library at 6:00pm in Meeting Rooms 1&2.