

**Carmel Clay Public Library  
Minutes of the Board of Trustees Meeting  
July 28, 2025**

**Board Room  
5:30 p.m.**

Present: President Ranj Puthran, Vice President Stephanie Kim (via Zoom), Treasurer Ije Dike-Young, Secretary Casey Wilson; Members Rosie Foulke, Anne Poindexter, John Williams, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Manager Lisa Dick, Sara O'Sha;

Guests: Ann O'Hara, Kari Woodard, Mike Reuter, Greg Perkins

**CALL TO ORDER/WELCOME**

President R. Puthran called the meeting to order at 5:31 p.m. All in attendance were welcomed.

**AGENDA**

A. Poindexter moved to adopt the agenda, seconded by R. Foulke, and the motion carried unanimously.

**MIKE REUTER – FISCAL UPDATE**

Mike Reuter presented the Fiscal Plan. The summary of the presentation is included in the board packet.

**CONSENT AGENDA**

The consent agenda included Minutes from June 23, 2025 Board of Trustees meeting, Claims and Warrants, June 17, 2025 Personnel and Policy minutes, June 25, 2025 Special Called Meeting minutes, and June 17, 2025 Special Called Meeting minutes.

A. Poindexter moved to approve the consent agenda, seconded by J. Williams, and the motion carried unanimously.

**ITEMS REMOVED FROM CONSENT AGENDA**

No items were removed from the consent agenda.

**DIRECTOR'S REPORT**

B. Swanay added that the May and June Digital Media Lab report was included in the Director's Report. The DML did a time lapsed video for ACE days at the end of the year. After B. Meyer described the ACE days, B. Swanay showed the video.

R. Puthran commended I. Dike-Young of the Distinguished Budget Presentation Award.

R. Foulke moved to approve the Director's Report, seconded by A. Poindexter, and the motion carried unanimously.

**TRUSTEE LIAISON REPORT**

There were no reports.

**STAFF REPORTS**

There were no staff reports.

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**TEEN LIBRARY COUNCIL REPORT**

There were no reports. They will resume in October.

**RENOVATION UPDATE**

G. Perkins, the architect for the West Branch improvements, spoke briefly stating that they are finishing some housekeeping items before starting construction. The West Branch will be temporarily closed during the improvements. B. Swanay stated that at the main library, we had a falling light, but work is in progress to fix it. They are installing brackets on the lights to secure them. A. Poindexter said she thought we should have some sort of celebration to recognize the reopening of the West Branch when improvements are complete. The target date for completion is after Thanksgiving.

**STRATEGIC PLANNING**

B. Meyer stated on August 5, 2025, the Leadership team will have a meeting regarding a report based on the feedback from the community, staff and board members. At the September board meeting, we will be offering two days of retreats, or 90 minutes of work for the strategic plan. B. Swanay will provide more details later regarding the September board meeting.

**OLD BUSINESS**

June 23, 2025 Director's Report – A. Poindexter moved to approve the June 23, 2025 Director's Report, seconded by C. Wilson, and the motion carried unanimously.

Tuition Policy Update - The tuition policy draft update is included in the board packet.

A. Poindexter moved to approve the Tuition Policy Update, seconded by J. Williams, and the motion carried unanimously.

**NEW BUSINESS**

There was no new business.

**ADJOURN**

R. Puthran adjourned the meeting at 6:43 p.m.

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Casey Wilson, Secretary  
Board of Trustees

/jrm