

**Carmel Clay Public Library  
Minutes of the Board of Trustees Meeting  
August 25, 2025**

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

Present: President Ranj Puthran, Vice President Stephanie Kim, Treasurer Ije Dike-Young, Secretary Casey Wilson; Members Rosie Foulke, Anne Poindexter, John Williams, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Managers Lisa Dick, Katherine Huddle, Peter Konshak, Christy Walker;

Guests: Ann O'Hara, Kari Woodard, 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 S. Kim, and the motion carried unanimously.

**CONSENT AGENDA**

The consent agenda included Minutes from July 28, 2025 Board of Trustees meeting, Claims and Warrants, June 17, Personnel Changes, Summary of Mike Reuter's Fiscal Plan.

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 said he is scheduled to live stream with Mayor Sue Finkam and Carmel Clay Schools Superintendent Thomas Oestreich to discuss the budget impacts that are expected from the tax law. It might be early for this discussion, but B. Swanay will provide what he can to the mayor. I. Dike-Young and Christy Walker are assisting B. Swanay with the presentation. B. Swanay will begin with a basic overview of our budget in terms of our annual revenue versus our annual operating expenses. He will provide an overview of how the library is spending money and what funds are available from which to work. In addition, B. Swanay will discuss the level of usage of the library in terms of checkouts, program attendance, and visitation. This will give the context of library usage before he discusses the anticipated revenue reductions. Next year should be a low impact year because we are expecting less in property tax revenue. I. Dike-Young forecasted a reduction in property taxes of about \$300,000. That amount should increase as the law continues to phase in and the net assessed value will continue to decrease. It is a shrinking taxable pool we will have to work with. The real concern, however, is the local income tax piece. It is structured so there is no guarantee that that we will get any local income tax revenue which is 43 percent of our budget. The live stream will be on Thursday, August 28<sup>th</sup> at 6:00 pm on the city's channel and website. The city created a forum so people can submit

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questions. A Poindexter pointed out that it sets up a competitive system where there are winners and losers.

C. Wilson 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**

IT Manager Peter Konshak presented a DML Summer Update presentation. P. Konshak shared that the theme this year was the Summer of Photography. P. Konshak stated that the computer use of the DML hit an all-time high. P. Konshak stated that he is hoping to create a collaborative program between the three maker spaces in Hamilton County including CCPL Digital Media Lab, the Ignite Studio at Hamilton East, and the maker space at the Westfield Washington library. The goal is to come up with a program where patrons can go to each space and do part of their project in each space. They would get to see what all three spaces have to offer and learn more about what is available. P. Konshak stated 2025 3D printing also increased during the summer months.

P. Konshak said the DML allows patrons to bring in their own filament and use our printers. In the past, a set-up fee was charged. Unfortunately, the DML found that is not the best solution. A resolution will be brought to the board requesting the fee to be changed to \$2 per five hours of print time. The longer print jobs would cost the patron a little more, making the fee more equitable according to the length of the print job. P. Konshak said another part of the proposed resolution is to request a \$1 per page fee for using the sticker printer to cover the cost of the paper and the cost of the ink.

**TEEN LIBRARY COUNCIL REPORT**

There were no reports. They will resume in October.

**RENOVATION UPDATE**

Jason Larrison from J.S. Held, our owner's representative, attended the Building and Grounds Committee meeting prior to the board meeting. He informed the committee that the City of Carmel permit has been approved. They asked for us to add dentils to the roof line, which we did. We are still waiting for a state permit which should come this week. If it comes this week, our project timeline will be unaffected. The current timeline has the completion date by Thanksgiving. We are targeting a December 1<sup>st</sup> reopening of the branch. 3D Pro, the contractor, is preparing now even though we are waiting on the state permit. 3D Pro is purchasing materials and completing nonstructural activities to prepare the space for work. A. O'Hara has reviewed the solar contract, so that is officially part of the project. The branch staff and the branch collection are at the Main Library for the months of the renovation.

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**STRATEGIC PLANNING**

B. Swanay requested an earlier and longer meeting next month as we have a series of planning sessions scheduled. One of the planning sessions is for board members and will begin at 3:00pm before the regular board meeting at 5:30 pm. B. Swanay said the Personnel and Policy Committee meeting that was scheduled for 5:00 pm will have to be rescheduled. B. Swanay sent out a survey to members to find a convenient time to reschedule the meeting.

**OLD BUSINESS**

There was no old business discussed.

**NEW BUSINESS**

Resolution 3-2025: Commitment to Join Indiana State Consortium for Public Library Internet Access

A. Poindexter moved to approve Resolution 3-2025, seconded by R. Foulke, and the motion carried unanimously.

Resolution 4-2025: DML Printing Fees

A Poindexter moved to approve Resolution 4-2025, seconded by C. Wilson, and the motion carried unanimously.

Resolution 6-2025: Authorize the Investment of Public Funds – I. Dike-Young explained that we are allowed to designate any bank within the county in which to invest.

A. Poindexter moved to approve Resolution 6-2025, seconded by J. Williams, and the motion carried unanimously.

Resolution 5-2025: Transfer to Rainy Day Fund – I. Dike-Young stated we are asking to transfer three million dollars from the Operating Fund to the Rainy Day Fund. We have a sufficient cash balance in the Operating Fund, and we are allowed to transfer 10 percent of our total budget for Rainy Day Fund.

A. Poindexter moved to approve Resolution 5-2025, seconded by C. Wilson, and the motion carried unanimously.

**ADJOURN**

R. Puthran adjourned the meeting at 6:03 p.m.

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Casey Wilson, Secretary  
Board of Trustees

/jrm