

Minutes of the Starke County Public
Library System's Board Meeting
February 13, 2024

Members Present:

Kim Gingher, Ruth Bailey, Julie Smith, Steve Dodge, Marcia Lochner

Non – Members Present:

Kathleen Bowman - Director

- I. **Call to order** –Kim Gingher called the meeting to order at **4:20 P.M.**
- II. **Public Comment:** No Public Comment
- III. **Amendment/Acceptance of Proposed Agenda**
Steve Dodge made the motion to approve the agenda as presented.
Julie Smith seconded; motion passed unanimously.
- IV. **Approval of Minutes**
 - A. **Steve Dodge** made the motion to accept the **January 9, 2024, Regular board meeting minutes** as presented. **Julie Smith** seconded; motion passed unanimously.
 - B. **Steve Dodge** made the motion to accept the **January 9, 2024, Board of Finance meeting minutes** as presented. **Marcia Lochner** seconded; motion passed unanimously.
- V. **Approval of claims for February 2024**
Ruth Bailey made the motion to approve the **Allowance of Accounts Payable Voucher in the amount of \$153,483.37 for February 2024.** **Steve Dodge** seconded; motion passed unanimously.
- VI. **Financial Reports were given by Director Bowman.**
 - A. Depository and Cash Reconciliation
Director Bowman discussed the depository and cash reconcilements for Key Bank and 1st Source bank for the month of January 2024.
 - B. Fund Report
Director Bowman informed the board how the fund report balance should always match the depository and cash reconciliation balances.
 - C. Appropriation Report

Director Bowman informed the board we are on track with spending.

D. Revenue Report

Director Bowman informed the board there was nothing out of the normal in the revenue report for the month of January 2024.

VII. Director's Report

The Director's Report was given by Director Bowman. Information pertaining to Winter Reading and the new layout of monthly statistics was given.

VIII. Monthly Statistical Report

The January 2024 Monthly Statistical report was given by Director Bowman.

IX. Personnel Actions

There are no Personnel Actions to approve.

X. New Business

A. Internet Policy

Steve Dodge made the motion to accept the Internet Policy as presented.

Marcia Lochner seconded; motion passed unanimously.

B. Facsimile Signature Stamp Policy Amendment

Steve Dodge made the motion to accept the Facsimile Signature Stamp Policy as amended. **Marica Lochner seconded**; motion passed unanimously.

C. Non-Resident Fee

Steve Dodge made the motion to raise the Non-Resident Fee to \$75.00, per the Non-Resident Fee Standard in Indiana. **Julie Smith** seconded; motion passed unanimously.

The Board discussed the Non-Resident Fee along with the cost of the Indiana PLAC Card, highlighting the similarities and differences between the types of cards.

XI. Any additional business to come before the board

Ruth Bailey let the board know that she is giving ESL Classes at the Library on weekends. The classes are between 1-2 hours long.

XII. Adjournment

Ruth Bailey made the motion to adjourn the **February 13, 2024**, regular board meeting. **Steve Dodge** seconded; motion passed unanimously.

Time 4:41 P.M.