

Minutes of the Starke County Public
Library System's Board Meeting
July 9, 2024

Members Present:

Kim Gingher, Ruth Bailey, Julie Smith, Steve Dodge, Susan Lucas

Non – Members Present:

Kathleen Bowman – Director, Kathryn Lynch – HR/Business Office Coordinator

- I. **Call to order** –Kim Gingher called the meeting to order at 4:15 P.M.
- II. **Public Comment:** No Public Comment
- III. **Amendment/Acceptance of Proposed Agenda**
Susan Lucas made the motion to approve the agenda as amended.
Steve Dodge seconded; motion passed unanimously.
- IV. **Approval of Minutes**
Steve Dodge made the motion to accept the **June 11, 2024, Regular board meeting minutes** as presented. **Julie Smith** seconded; motion passed unanimously.
- V. **Approval of claims for July 2024**
Susan Lucas made the motion to approve the **Allowance of Accounts Payable Voucher in the amount of \$225,520.94 July 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 June 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 June 2024.

VII. Director's Report

The Director's Report was given by Director Bowman. Updates included: What book is in the Storywalk, Dolly Parton Imagination Library update, and other happenings around the Library System.

VIII. Monthly Statistical Report

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

IX. Personnel Report

There are no Personnel Actions.

X. New Business

A. Personnel Handbook 100 policies

Steve Dodge made a motion to approve the **Personnel Handbook 100 policies** as presented. **Julie Smith** seconded; motion passed unanimously.

B. Resolution for Indiana State Library Consortium for Public Library Internet Access

Steve Dodge made a motion to approve the **Resolution for Indiana State Library Consortium for Public Library Internet Access** as presented. **Julie Smith** seconded; motion passed unanimously.

XI. Any additional business to come before the board

Director Bowman informed the Board of the **2025 Budget timeline: The 2025 Budget Hearing will take place at 4:15 PM September 10th, before the regularly scheduled meeting; the 2025 Budget Adoption will take place during the October board meeting. The growth quotient is 4%.**

XII. Adjournment

Ruth Bailey made the motion to adjourn the **July 9, 2024** regular board meeting. **Steve Dodge** seconded; motion passed unanimously.
Time **4:29 P.M.**